

MINUTES OF THE PLANNING COMMISSION
Newberg Public Library
Newberg, Oregon

Thursday, 7:30 PM

April 18, 1991

Subject to P.C. Approval at 5/16/91 P.C. Meeting

I. OPEN MEETING

Present:

Jack Kriz
Rob Molzahn
Mary Post
Sandy Prewitt
Carol Ring
Steve Roberts
Wally Russell
Donald Thomas
Roger Veatch

Staff Present:

Dennis Egner, Planning Director
Mike Unger, Associate Planner
Barb Mingay, Recording Secretary

Citizens: 21

II. APPROVAL OF MINUTES

Motion: Russell-Post to approve the minutes of the March 18, 1991 Planning Commission.
Motion carried unanimously.

III. CITIZEN ADVISORY PROCESS (CAP) ORIENTATION

Associate Planner Mike Unger welcomed the CAP participants and noted that the purpose of CAP was to increase citizen participation in the planning process. He briefly reviewed previous citizen involvement activities related to LCDG Goal 1 requirements. He noted that legislative land use actions such as a new development code, housing analysis, riverfront development, and land use ordinance amendments would be the primary issues discussed by CAP participants. He noted that quasi-judicial land use decisions such as zone changes, variances, subdivision plats and conditional use permits would not be processed through CAP.

Participants in CAP have been selected from groups which include economic development interests, public/quasi-public and environmental interest groups, neighborhood and social service organizations as well as any individual who expresses an interest to participate.

The following CAP participants introduced themselves and were welcomed:

Don Halbrook
Janet Miller
Joe Gilmore
Judy Worrell
Chris Anderson
Steve Hannum
Sid Freidman
Ken Lite
Linda Zolstra
Trudy LaMass - Central PTA
V. Levitt

Mr. Unger indicated that information would be mailed to the participants approximately 3 weeks prior to the public hearing. CAP participants would then have the opportunity to disseminate the information to members of their interest group. He noted that a public workshop could be provided if needed and that staff would answer questions regarding the information either in person or by phone. He noted that the Planning Staff would compile any feedback from CAP and provide the results to the Planning Commission and City Council. He noted that CAP participants were encouraged to attend the Planning Commission and City Council public hearings. He added that CAP participants would be informed of the outcome of the public hearings and any future action on the issues. Planning staff responsibilities were identified and included outreach to the community, providing information on long range planning issues, availability for questions, staffing workshops, reporting participant feedback to Planning Commission and City Council, informing CAP participants of action in the issue, and monitoring the entire CAP process. He noted that CAP responsibilities would include reading the information sent them, distribute the information to the group they represent, and report feedback to the staff or testify at the Planning Commission or City Council hearing.

Mr. Unger noted that one of the first projects subject to CAP review was the Development Code. He reviewed a tentative timeline for this project. He also noted that a tree ordinance would also be reviewed by CAP participants.

IV. VISIONS

Mike Unger introduced Duane Cole, Newberg City Manager, who spoke to the group about the Newberg Visions Project - Chehalem Future Focus. He cited the Crestview alignment issue, downtown urban renewal and a proposed amphitheater project as divisive issues which have occurred over the years in the Newberg area. He noted that he has heard Newberg described as having a lack of leadership. He commented that he doesn't feel this is true, and activities such as the organization of CAP will provide positive input into our community. Recently a small group of people met to discuss what development of a community vision would involve. He identified the concept of "vision" as a description of a preferred state at some point in the future. He noted that the process addresses the questions of what we want the community to look like and what we value in a community. He identified the term "value" as how we want to behave and what we think is really important. He identified the steps in the Visioning process. He noted that a "Community Snapshot" was a description of where we are. The next step was identified as a "Trend Scenario" and "Value Statement" which will produce a "Vision Statement", finally resulting in an "Action Plan". He commented that the visioning process was just beginning and further information would be available in the near future.

V. PUBLIC HEARING

APPLICANT: Don Halbrook
REQUEST: Approval of a 19 lot industrial subdivision on a 24 acre parcel, zoned M-2
LOCATION: East of Sportsmans Airpark along Highway 219
TAX LOT: 3220-500
FILE NO: S-1-91
CRITERIA: Newberg Subdivision Ordinance 2294 Section 24

No objections to jurisdiction, abstentions or ex-parte contact were indicated. Commissioner Kriz indicated his firm is working with Climax Portable Machine Tools who have an interest in adjacent property. Commissioner Veatch noted he has worked with Don Halbrook in the past but is not currently working with the applicant.

Staff Report: Planning Director Egner reviewed subdivision criteria as well as Zoning Ordinance site modification criteria and presented a slide show identifying the site. He reviewed staff report findings. He noted that no formal comments have been received from the State Highway Department. He added that the proposed southern bypass crosses the site. The environmental impact analysis for the bypass is expected to begin next year. He added that the height limitations of the Airport Overlay Zone would not be affected by the proposed subdivision. He noted that he had spoken with John DeTar and John Grassman from the Oregon Department of Transportation; however, the concern they expressed was only of a technical design nature. The Division of State Lands has been contacted and no

comments have been received from them. As proposed, there is no impact on the wetlands area with the possible exception of the road crossing this area. This issue must be addressed through the Division of State Lands. He noted that the subdivision standards and goals and policies of the Comprehensive Plan have been satisfied by the applicant in his proposal.

Questions to Staff: Mr. Egner was asked to confirm that the original application was for 23 lots. He noted that the 23 originally requested lots have since been reduced to 19 lots. He was asked if the open space area was for public access. He commented that the plat designates public access. He was asked why a non-remonstrance for improvements was required. He commented that the non-remonstrance was for the purpose of future road development.

Proponent: Don Halbrook, POB 148, Newberg, developer of the site, indicated that in order to encourage growth in Newberg, he proposed to develop 19 industrial lots. He commented that the subdivision criteria, purpose, intent, platting and mapping standards, as well as the Comprehensive Plan goals have been met. He noted that a portion of the site is in the General Hazard Open Space area and will be retained as such. He indicated that he has been in contact with John Grassman of the State Highway Department relating to the Highway 219 improvement. He added that Mr. Grassman stated only 80 feet of right-of-way would probably be all that was ever required for Highway 219 at this location. He requested that no additional right-of-way be required for dedication at this time. He also noted that he has discussed the requested 90 degree intersection realignment with abutting property owners, and they seem amenable to the proposal.

Proponent: Phil Edin, Vice President of Climax Portable Machine Tools, POB 230, Newberg, indicated they were in support of the proposal and would encourage the Commission's approval. He expressed concern about the 20 foot right-of-way dedication, and indicated that he doesn't feel any additional right-of-way is necessary. He added that Climax was willing to work with the applicant to create a 90 degree alignment at Highway 219 and Ninth Street.

Questions to Proponent: Mr. Halbrook was asked whether the Sandoz Road extension would require adjoining property cooperation or whether it was a direct connection with his property. He noted it would go over adjoining property.

Opponent: None

Public Agencies/Letters: None other than those noted in the staff report.

Staff Recommendation: Planning Director Egner noted that ODOT has the final say on how the Highway 219 connection will occur through their access approval process. Extension of a cul-de-sac to the south requires adjacent property owner participation to create a safe

intersection. He then recommended approval of the request subject to conditions within the Staff Report as revised by the Planning Commission.

Hearing Closed.

Commissioner Discussion:

Traffic - Commissioner Roberts expressed concern about excessive truck traffic on Highway 219 and the need for additional right-of-way for the increased traffic. Commissioners extensively discussed the potential widening of Highway 219 and the possible bypass location. Commissioners discussed placing a building setback restriction on those sites on the plat which abut Highway 219.

Landscaping - Staff was asked about the design review process. Planning Director Egner responded that design review applicants were encouraged to install landscaping of a similar nature to adjoining properties. Commissioner Kriz expressed concern about the aesthetic impacts of the "Gateway" to Newberg. Staff was asked about the possibility of placing a design overlay district on various sites within the City. Mr. Egner commented that a design overlay process could be developed in the future, however no time has schedule has been established at this time. Applicant Halbrook was asked to comment about a landscaping buffer along Highway 219. He indicated a concern about requiring landscaping at that location since the lots along Highway 219 are lower than the Highway and landscaping to screen the sites would be more difficult. Planning Director Egner noted that a 10 ft. landscape strip containing a tree every 50 ft. along an arterial and a tree every 35 ft. along a local street was required by design review standards.

Motion: Roberts-Thomas to approve the subdivision based on the staff report findings and the following conditions:

1. A twenty foot building setback is required on all lots abutting Highway 219 in addition to any other setback which may be required.
2. A waiver of remonstrance must be signed for curb and sidewalk improvements for Highway 219.
3. Ninth Street must intersect Highway 219 at a 90 degree angle.
4. The bearings and distances along the open space easement boundary must be noted on the final plat and should generally follow the 20 percent break in slope.
5. Utilities and streets must be designed by a licensed engineer.

6. The requisite highway access permits must be obtained from the State Highway Department.
7. The applicant shall pay the \$300 per lot public land fee as part of the final plat process.
8. Prior to final plat approval, a letter shall be submitted which includes the signatures of all legal owners of the property and provides their consent for the subdivision application.
9. Highway 219 intersection improvements meeting the specifications of the State Highway Department shall be required.
10. The storm sewer shall include a system to separate oil, sediments, and water prior to storm water discharge into the drainageway.
11. Appropriate conditions, covenants and restrictions (CCR's) to provide uniform landscaping and screening of lots abutting Highway 219 must be submitted to the Planning Director for approval prior to final plat approval.

In addition, the Planning Commission approves the modification to the lot depth to width requirement of the Zoning Ordinance.

Vote on Motion: Motion carried unanimously (9-0).

VI. OLD BUSINESS:

- A. **Amendments to the Zoning Ordinance and Comprehensive Plan to establish procedures for tree removal in General Hazard/Open Space areas.**

Staff Report: Planning Director Egner briefly reviewed the Staff Report. He indicated that a hearing process would need to be implemented if discretion was involved in the tree removal process. He noted that further discussion on the proposed ordinance would occur at a future Planning Commission meeting.

Commission Discussion: Commissioners generally discussed tree removal and the current requirements relating to cutting and removing trees within the City.

Planning Director Egner reviewed a map highlighting the City's current public, public/quasi-public, and private Open Space areas within the Urban Growth Boundary. Commissioners expressed interest in attaining additional Open Space areas as additional sites are developed.

Commissioner Veatch suggested that a two tier tree removal process be developed which would include removal through City staff approval and/or approval through a conditional use permit process.

B. Council Update

Director Egner identified recent City Council activity. He noted that the Council has approved the GH General Hazard fill ordinance.

VII. NEW BUSINESS

A. Ex-parte contact/site visit

Commissioners were presented with a handout pertaining to ex-parte contact. Planning Director Egner noted that as a general rule, the Commissioners should always note any site visitation.

B. Open Space Inventory

C. Other Requests

Commissioners requested that a copy of the monthly Building Permit report be included in future Planning Commission packets.

There being no further business, the meeting was adjourned.