

**PRELIMINARY AGENDA  
REGULAR SESSION  
CITY OF NORTH PLAINS, CITY COUNCIL MEETING**  
North Plains Senior Center  
31450 NW Commercial Street  
Monday, July 6, 2015 – 7:00 P.M.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **CONSENT AGENDA:** *(The items on the Consent Agenda are normally considered in a single motion. Any item may be removed for separate consideration upon request by any member of the Council.)*
  - A. Approval of regular session agenda
  - B. Approval of minutes from 06/15/2015 Council meeting
5. **PUBLIC COMMENT:** *(Persons wishing to speak on matters not on the agenda may be recognized at this time. Speakers must complete a “Public Comment Registration form” on the information table and return it to the City Recorder. You are not required to give your address when speaking to the City Council, only your name. Presentations are limited to five minutes.)*
6. **PRESENTATION**  
None Scheduled
7. **STAFF REPORTS**  
Staff reports will be provided by the Chief of Police and Library Director
8. **PUBLIC HEARINGS:**
  - A. Legislative Public Hearing for File No. 15-002, an application submitted for a Comprehensive Plan Map and Zone change-Eggiman property Eastside of Glencoe Road between NW Kaybern St. and NW Pacific St. (This public hearing is continued from the June 15, 2015 North Plains City Council meeting)
9. **NEW BUSINESS:**
  - A. Adopt Resolution No. 1898 re-appointing Heather LaBonte to the North Plains Parks Board
  - B. Adopt Resolution No. 1899 regarding additional street closure request of 314<sup>th</sup> Avenue for the North Plains Elephant Garlic Festival Car Show.
  - C. Discussion regarding establishing a design committee for the mural project on the Van Dyke buildings.
  - D. Council to proclaim Tuesday, August 4, 2015 as National Night Out

10. **UNFINISHED BUSINESS:**

None Scheduled

11. **ORDINANCES:**

**FIRST READING:**

A. None Scheduled

**SECOND READING:**

A. None Scheduled

12. **CITY MANAGER REPORT**

13. **COUNCIL REPORTS**

A. Council reports will be provided by the Mayor and City Councilors on meetings attended and other items.

B. July 2015 Council Calendar

14. **ADVICE/INFORMATION ITEMS:**

- Thursday Marketplace-every Thursday this summer on Commercial Street from 5:00-8:00 p.m.
- An Evening with an Author: Molly Gloss 7 p.m. at the library
- National Night Out-Tuesday, August 4, 2015 at Jessie Mays Community Park
- North Plains Elephant Garlic Festival-August 7-8-9
- Concerts in the Park-Friday nights in August

15. **ADJOURNMENT:**

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North Plains City Council meetings are accessible for disabled individuals. The City will also endeavor to provide services for persons with impaired hearing or vision and other services, if requested, at least 48 hours prior to the meeting. To obtain services, please call City Hall at (503) 647-5555

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**The following City Council Meetings are scheduled to be held at the North Plains Senior Center, 31450 NW Commercial Street, North Plains, Oregon.**

**The meetings will be held on the following dates at 7:00 p.m.:**

Monday, July 20, 2015

Monday, August 3, 2015

Monday, August 17, 2015

**CITY OF NORTH PLAINS, CITY COUNCIL MEETING  
MINUTES REGULAR SESSION**  
North Plains Senior Center  
31450 NW Commercial Street  
Monday, June 15, 2015

1. **CALL TO ORDER:** Mayor Hatcher called the Regular Session of the City Council to order at 7:00 p.m.
2. **PLEDGE OF ALLEGIANCE:** Hatcher led the Council in the flag salute.
3. **ROLL CALL:** Mayor David Hatcher, Council President Teri Lenahan Councilors: Robert Kindel, Jr., Sandi King, Charlynn Newton, Sherrie Simmons and Scott Whitehead.

**Staff present:** Police Chief Bill Snyder; Finance Manager Rachael Lembo; City Recorder Margaret Reh

4. **CONSENT AGENDA:**
  - A. Approval of regular session agenda
  - B. Approval of minutes of 06/01/2015 Council meeting

Motion by Lenahan. Second by Simmons to approve the Consent Agenda. Motion was approved unanimously.

5. **PUBLIC COMMENT:**  
None were forthcoming

6. **PRESENTATION**  
None Scheduled

7. **STAFF REPORTS:**

**Chief of Police.** Snyder stated they will be conducting panel interviews for the full time police officer position. They are hoping the position will be filled and the candidate in place by July 1. Officer Jody Peterson is now our part-time officer and this change was effective on June 5, 2015. Discussion ensued.

**Library Director.** Brodie presents her report at the first Council meeting of the month.

8. **PUBLIC HEARING:**
  - A. Approve Resolution No. 1892 Adopting the Annual North Plains Budget for Fiscal Year 2015-16

Hatcher opened the public hearing at 7:06. Hatcher asked for any comments from the public. Hearing none, Hatcher closed the public hearing at 7:06:30.

Hatcher asked for questions. Finance Manager Rachael Lembo stated the numbers are all the same but the graphs and charts in the budget document have been updated to

reflect what was discussed with the Budget Committee. Council asked some clarifying questions. Discussion ensued.

Motion by Kindel. Second by Lenahan to approved Resolution No. 1892 adopting the annual North Plains budget for fiscal year 2015-16. Motion was approved unanimously.

B. Adopt Resolution No. 1893 Declaring City's Election to Receive State Revenues

Lembo presented the staff report. Council asked some clarifying questions. Discussion ensued.

Motion by Simmons. Second by Lenahan to adopt Resolution No. 1893 declaring the City's election to receive state revenues. Motion was approved unanimously.

C. Adopt Resolution No. 1894 Certifying the Provision of Municipal Services Enumerated in ORS 221.760 and Establishing the Eligibility of the City to Receive State-Shared Revenues for Fiscal Year 2015 – 2016

Lembo presented the staff report.

Motion by Kindel. Second by Lenahan to adopt Resolution No. 1894 certifying the provision of municipal services enumerated in ORS 221.760 and establishing the eligibility of the city to receive state shared revenues for Fiscal Year 2015-2016. Motion was approved unanimously.

D. Legislative Public Hearing for File No. 15-002 an application submitted for a Comprehensive Plan Map and Zone change-Eggiman property Eastside of Glencoe Road between NW Kaybern St. and NW Pacific St.

Lembo explained that the applicant had contacted the City and requested that this public hearing be continued to the July 6, 2015 meeting to give them time to prepare some additional written materials to share with Council. This meeting was noticed to take place tonight, so it was suggested to open the public hearing and continue it to the next City Council meeting.

Hatcher opened the public hearing at 7:18. Hatcher asked the Council for a continuance of this public hearing for File No.15-002 submitted by Mike Eggiman to a date certain of July 6, 2015. Motion by Simmons. Second by King to continue the public hearing to July 6, 2015. Motion carried unanimously.

**9. NEW BUSINESS:**

A. Adopt Resolution No. 1895 approving street closures and amplified music permit for activities during the 2015 Elephant Garlic Festival

Patti Burns, Garlic Festival Coordinator, approached the Council to request approval for street closures and the waiver of fees for the amplified music permit during the 2015 North Plains Elephant Garlic Festival. Discussion ensued.

Motion by Newton. Second by Whitehead to adopt Resolution No. 1895 approving street closures and waiver of fees for amplified music permit for activities during the 2015 Elephant Garlic Festival. Motion was approved unanimously.

B. Review of FY2014-15 Budget and adoption of Resolution No.1896 approving budget transfer of appropriations

Lembo stated this discussion is regarding the current year's budget that has only two weeks left in it. Lembo presented the staff report and went line by line through the changes that have been made to the current budget. Discussion ensued.

Motion by Kindel. Second by Lenahan to adopt Resolution No. 1896. Motion was approved unanimously.

C. Adopt Resolution No. 1897 adjusting certain Planning Fees

Lembo presented the staff report. The Master Fee Schedule was revised and approved by Council on April 20, 2015. It included significant changes to some Planning fees, based on increased use of the contract planner and attorney. After the revised fees were published the City heard concerns from some developers and the Home Builders Association of Metropolitan Portland (HBA). This prompted discussion with the contract planner, who agreed some of the fees appeared too high in comparison to other cities, and prompted another look at the calculation of the fees. The contract planner and HBA staff suggested particular fees for review. The proposed changes in fees were included in the Council packet. Discussion ensued. Council asked Lembo to look into tracking actual costs associated with applications that are more labor intensive and costly.

Motion by Lenahan. Second by Simmons to adopt Resolution No. 1897. Motion was approved unanimously.

D. Clean Up Day Reconciliation

Lembo presented the staff report which explained the expenses and the revenues associated with the City Clean-up day. Discussion ensued. This item was informational only. No action was taken.

E. Review of May 2015 Check Register

Council reviewed the items on the May Check Register. The staff report included a list of account numbers with the corresponding departments to help clarify some questions Council may have while reviewing the check register. Questions were asked by the Council and were either satisfactorily answered by staff or staff will follow up with Council and provide an answer.

10. **UNFINISHED BUSINESS:**

None presented

11. **ORDINANCES:**

**FIRST READING:**

None Scheduled

**SECOND READING:**

None Scheduled

**12. CITY MANAGER REPORT**

Lembo stated Public Works has hired two new part-time temporary employees for summer help. They will be able to start working on weed control throughout the city.

Blake is on vacation for the next two weeks.

Scott Aldrich is still in need of many more volunteers to help out with the Fourth of July Celebration. Discussion ensued regarding the event.

Lembo distributed applications to the Council at the request of Debbie Brodie for the YMCA summer camps that are scheduled for July 13-17 and August 17-21. These camps will take place at Jessie Mays Community Hall. They have not received any sign-ups yet. Council suggested staff make this into a flyer with the 4<sup>th</sup> of July being on the back side and Council agreed they would help distribute the flyer door-to-door throughout town. Discussion ensued.

**13. COUNCIL REPORTS**

Hatcher reviewed the Council calendar and schedule with the Councilors.

Councilor Whitehead stated that MACC will be requesting a place on a Council agenda to present the new Comcast franchise agreement. They have been in negotiations on this agreement for the past 29 months. MACC has approved 15 jurisdictions that need to sign off on the agreement. Discussion ensued.

Lenahan inquired about the response to inviting members of various committees to a Parks Board decision making team meeting. This meeting is scheduled for June 30. There have been no responses at this point in time.

**14. ADVICE/INFORMATION ITEMS:**

- Fourth of July Celebration, Saturday, July 4 on Commercial Street

**15. ADJOURNMENT:**

Mayor Hatcher adjourned the regular session of the City Council at 8:30 p.m.

\_\_\_\_\_  
David Hatcher, Mayor

\_\_\_\_\_  
Margaret L. Reh, City Recorder

Date approved \_\_\_\_\_

City of North Plains

City Manager/ Public Works Department

7/1/2015

TO: City Council  
Department Heads

FROM: Blake Boyles, Acting City Manager/Public Works Director

SUBJECT: DEPARTMENT REPORT

- Sunset Ridge Subdivision coordination
- PGE power pedestal coordination
- Washington Co. design work West Union Rd sidewalk connectivity
- Meetings with Washington Co/ ODOT regarding funding for trail project
- ODOT Interchange landscape
- WCCLS
- Emergency Management
- Parks board map updating
- Washington Co /P&W crossing coordination
- Budget
- East side tank property location
- Envision Meeting
- SCA overlay coordination

Public Works Crews are working on the following projects/tasks:

- Mowing ditch lines
- Cross Connection
- Locates
- Facilities maintenance
- Water samples
- Construction inspection - Sunset Ridge... sidewalk installation
- Valve exercise program
- Weed spraying
- Mowing
- Play ground structure repair
- Vehicle maintenance
- Leak repair Pacific St
- Overlay coordination
- Irrigation repair

Future reports will include tasks accomplished and those pending. If there is any other information you may want to see in the report, please let me know.-

City of North Plains  
Police Department  
7/2/15

TO: Blake Boyles, City Manager  
City Council  
Department Heads

FROM: Bill Snyder, Police Chief

SUBJ.: June 2015 DEPARTMENT REPORT

Please congratulate Jesse Baker as he is our new full time officer starting July 3<sup>rd</sup>.

We are in backgrounds for our part time candidate as Officer Petersen's last day will be July 11<sup>th</sup>.

We will be hiring two new reserve officers to keep our reserve force up.

We will have firearms training/qualifications for officers this month.

Activity	2015 June	2015 May	2015 Apr	2015 Mar	2015 FEB	2015 Jan	2014 Dec	2014 Nov	2014 Oct	2014 Sept	2014 Aug	2014 July	2014 June	2014 May	2014 Apr	2014 Mar	2014 Feb	2014 Jan	2013 Dec	2013 Nov	2013 Oct	2013 Sep	2013 Aug	2013 July	2013 June	2013 May	2013 April	2013 March	2013 Feb	2013 Jan
Agency Assist	1	1		3	2	2		3		1	1	2	1			1	3	3	NA	-	5	-	1	1	-	4	-	1	1	-
Animal Bite/Complaint								1					-	-	-	-	-	-	-	-	1	-	1	-	-	1	-	-	-	-
Arson - Possible													-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-	-	-
Assault			1 arrest		1		2	1	1		1		-	2	1	-	-	-	NA	-	-	1	-	-	1	1	-	-	1	-
Burglary					1			2	1			1	-	1	-	1	-	-	NA	-	1	1	-	1	-	-	1	1	1	1
Child Abuse						1							-	-	-	-	-	1	NA	-	-	-	-	-	-	-	-	-	-	1
Child Neglect								2		1			-	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	1
Criminal Mischief	1	1		1					1	1		1	2		3	-	-	-	-	-	-	-	1	-	-	1	1	-	-	1
Death Investigation								1					-	-	-	-	-	1	NA	-	-	-	-	-	-	-	-	-	-	1
Detox Arrest													-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-	-	-
Drug Arrest	1				1					1	1	2	-	1	2	1	1	2	NA	4	-	-	1	1	3	2	2	2	1	1
Drug Investigation			1				1						-	2	1	-	-	-	NA	-	-	-	-	-	-	-	-	-	-	-
DUII			1	1	1					1	1	1	-	1	-	-	1	-	NA	-	2	-	1	1	1	-	1	-	-	-
False Information Arrest													-	-	-	-	-	-	NA	1	-	-	-	-	-	-	-	-	-	-
Forgery									1				-	-	-	-	-	-	-	1	-	1	-	-	-	-	-	-	-	-
Found Property													-	-	-	-	1	1	NA	2	2	1	1	1	1	1	-	-	1	-
Fraud				1	1		1	1					-	1	4	-	-	1	NA	-	-	-	-	-	-	-	-	-	-	-
Furnishing Alcohol to Minor		arrest2											-	-	-	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-
Harrasment				arrest1						1		1	1	1	-	1	-	1	NA	-	1	1	-	-	1	-	1	-	1	-
Hit and Run											1	-	-	-	-	1	-	-	NA	1	-	1	-	-	1	1	1	1	-	-
Identity Theft													-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-	-	-
Information Report		2	1	2	1	2	4	2	1		4	1	-		3	1	-	4	NA	2	-	3	1	2	7	-	3	3	1	3
Interfering Arrest									1		1		-	-	-	-	-	-	-	-	1	1	-	-	-	-	-	-	-	-
Littering Arrest													-	-	1	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-
Menacing Arrest													-	1	-	-	-	-	NA	-	-	1	-	-	-	-	-	-	-	-
Police Mental Hold	2							1			1	1		1	-	-	-	-	NA	-	-	-	-	-	-	-	-	-	-	1
Police Protective Custody													-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	1	-
Possession of Weapon									1																					
Rape II		1											-	1	-	-	1	-	NA	-	-	-	-	-	-	-	-	-	-	-
Reckless Driving													-	-	-	-	2	-	NA	-	-	-	-	-	1	-	-	-	-	-
Recovery of Stolen Property													-	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-
Runaway		1	1				1		1		1		-		1	-	-	-	NA	2	-	-	-	-	2	-	-	-	-	-
Sex Abuse III			1 arrest1		1		Arrest 1		1	1		1																		
Stalking Arrest													-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-	-	-
Stolen Vehicle (UUV)	1				1								-																	1
Theft	1	2	1	1	2			3	2	1	2	2	2	2	1	1	1	2	NA	1	6	2	1	3	-	-	1	1	-	2
Theft-Arrest			1																											
Traffic Related Reports					1				1				-	1	2	-	-	-	NA	-	-	-	-	-	-	-	-	-	-	-
Trespass II	1					3					1		-	-	-	-	1	-	NA	-	-	-	-	-	-	-	-	-	-	-
Vehicle - Accident	1									1	2	1	-	-	-	-	2	-	NA	1	3	3	-	1	-	1	-	-	-	-
Vehicle - Accident (Fatal)													-	-	-	1	-	-	NA	-	-	-	-	-	-	-	-	-	-	-
Vehicle - Eluding Arrest	1												-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1
Vehicle - Stolen											1		-	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	1
Vehicle - Unlawful Entry						1			2			1	-	-	-	-	-	-	-	-	-	-	1	3	-	1	2	2	-	-
Vehicle - Tow										1			-	1	-	3	1	1	NA	-	-	-	-	-	-	-	-	-	-	1
Violation Release Arrest					1								-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	-
Warrant arrest	2	1	1	2						1			-	-	-	-	1	1	NA	1	-	-	1	4	-	-	1	1	1	1
Welfare Check		1		2									-	2	-	1	-	1	NA	1	-	2	-	1	1	1	2	-	5	-

Total Arrests/Reports/Investigations	12	10	8	16	13	9	10	18	14	10	16	13	8	16	21	12	15	19	NA	18	21	20	11	21	20	18	17	15	17	15
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Total Patrol Hours	328.5	358	210	286.00	353.50	341.00	178.50	136.50	262.00	340.00	318.00	320.00	244.25	210.50																		
Total Reserve Hours	259.5	153	141.5	114.50	127.00	222.00	89.50	134.50	147.50	131.50	121.50	152.50	136.50	79.50																		

## City of North Plains - Library Department – July 6, 2015

**TO: Acting City Manager Blake Boyles and City Council Members**  
**FROM: Debbie Brodie, Library Director**  
**SUBJECT: DEPARTMENT REPORT**

### Statistics for the Month of May, 2015:

The Library checked out **4,390** physical items – books, magazines, DVDs, and other media, while **227** e-books were checked out by North Plains card holders.

There were **2,584** people who came into the Library during open hours.

The Library's public computers were used for **248** hours, and wifi usage was **116** hours.

The Library has **227** Facebook "friends," and the website was viewed **1,500** times.

Since July 1, **1,011** people have attended Storytimes, **294** people have attended the First Friday Flicks, **984** people have attended a Super Saturday/Wacky Wednesday/Summer Reading event, and **397** people came to LEGO Palooza days.

Since July 1, **466** people have attended one or more Art Receptions, Book Club meetings, Author Lectures, Writers' Group meetings, classes, and Library Volunteer Recognition events.

Full statistics may be viewed at [www.nplibrary.org](http://www.nplibrary.org) under Library Board/Library Statistics.

**More Open Hours Beginning July 6!** Thanks to funding from the Washington County Cooperative Library Services and approval of the 2015-2016 budget by the North Plains City Council, the North Plains Library will be open 50 hours each week - one hour earlier each weekday and Saturday and eight summer Sunday afternoons! These new open hours begin on Monday, July 6. Visit early and visit often!

Monday-Wednesday	10 a.m. to 7 p.m.
Thursday-Friday	10 a.m. to 6 p.m.
Saturday	10 a.m. to 5 p.m.

July 12, 19, 26 and August 2, 9, 16, 23, 30	
Sunday	1 p.m. to 5 p.m.

**A Summer Evening with an Author.** Be inspired to enhance your summer reading experience by attending a program and visiting with author Molly Gloss on **Saturday, July 25** at 7 p.m. at the Library. This best-selling author of *The Hearts of Horses* and *Jump-Off Creek* has just published a new novel, *Falling From Horses*, in which a young ranch hand escapes a family tragedy and travels to Hollywood to become a stunt rider.

Along the way, he meets a young woman who also harbors dreams of making it in Hollywood - as a writer. This evening presentation is the third event in a series focusing on local and regional authors, showcasing their works and cultural contributions. All programs are presented free of charge thanks to the Friends of the North Plains Public Library and a generous grant from the Cultural Coalition of Washington County.

**Summer Reading 2015.** It's not too late to sign up for the *Every Hero Has a Story* Summer Reading Program at the North Plains Public Library. New this year, Library Staff, Library Board members, Friends of the Library, and Library Volunteers have issued a challenge to the adults of greater North Plains to reach a goal of collectively reading one million pages by the end of summer – Library Folk versus our Reading Public. There will be weekly contests with prize drawings. The program will run through August 31.

### **Summer Reading Program Wacky Wednesdays.**

- **July 1**      **Border Collies International K-9 Team (provided by WCCLS)**  
Rescued border collies play football, basketball, baseball, soccer, perform skits, and show off their world-class Frisbee skills! All ages are welcome. Free popcorn!
- **July 8**      **Chuck Cheesman**  
Get up and move with Chuck Cheesman! Mr. Cheesman will perform original and traditional songs with guitar, banjo, and ukulele! Don't miss the fun. All ages are welcome. Free popcorn!
- **July 15**     **Angel Ocasio - Komedy 4 Da Kidz (provided by WCCLS)**  
A high energy, very funny, one-man variety show packed with physical comedy, jokes, juggling, and comedy magic! Perfect for the whole family. Free popcorn!
- **July 22**     **Harmony High with the STAGES Performing Arts Youth Academy**  
Join us for this fun musical theater experience - Harmony High. You just can't get enough of this crazy school! New students of Harmony High, Michael, Michele, and Junior, are about to discover that music and singing is where it is at. Even the students in detention are singing the blues.
- **July 29**     **Alex Zerbe – Zaniac (provided by WCCLS)**  
With the energy of 1,000 suns, The Zaniac bounces from one end of the stage to the other like an untamed rubber band. Two-time Guinness World Record holder! All ages are welcome. Free popcorn!

**Summer Reading Teen Program.** On **Thursday, July 16** at 3 p.m. at the Jessie Mays Community Hall, there will be a **Story Trivia Contest**. How well do you know Harry Potter, The Hunger Games, or The Lightning Thief? If you're a fan of YA books, don't miss Story Trivia! Test your knowledge for fabulous prizes like books, book-themed prize packs, gift certificates, and more! After the game, Portland authors Chris Struyk-Bonn and Tina Connolly will be on hand to read from their books and answer a few audience questions. If you're a reader, you're a winner! This teen event is open to those entering 6<sup>th</sup>-12<sup>th</sup> grades.

**Storytimes.** Children ages 0-6 are invited to participate every Wednesday at 11:30 a.m. in the children's section of the Library.

- **July 1** Storytime with Miss Marion: Water Fun
- **July 8** Storytime with Youth Librarian Jackie: Birthdays
- **July 15** Special Guest Storytime: Law Enforcement Officer Sam Freshner
- **July 22** Storytime with Youth Librarian Jackie: Elephants
- **July 29** Storytime with Teacher Barbara: Monsters

**Writers' Group.** Share your writing projects and receive feedback from peers on **Thursday, July 2** at 6:30 p.m. New members are welcome to join. (This is not a teacher/trainer-led class.)

**First Friday Flick** – The July movie has been cancelled because of the Independence Day holiday. The August movie has been cancelled because of the Elephant Garlic Festival. Movie showings will resume on Friday, September 4.

**Holiday Closure.** The Library will be closed on **Saturday, July 4** for Independence Day.

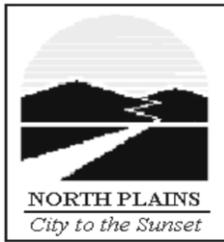
**Art Exhibit.** The art exhibit in **July** and **August** will be a showing of seasonal quilts made by local resident Diane Link. Diane started quilting over 32 years ago. She took a beginning class and has taught herself the rest. She usually makes her quilts as gifts for newborns and friends, or for her home, and it is these gems that Diane has on display at the Library. She machine-pieces and usually hand-quilts. Of note are the flag quilt, which was made when her son commissioned with the USMC, the blue and yellow pineapple star quilt from the book, Pineapple Stars by Sharon Rexroad, and the lone Iris quilt, which is a pattern from the Lake Oswego quilting store, Pine Needle.

**Quilt Display.** The quilt above the checkout desk throughout the month of **July** is entitled "Bow Tie." The beautiful quilt top was made in the 1930s or 1940s by Sarah Catherine Cauffman in Arkansas. The top was for sale at the 2011 Vernonia Quilt Show, and local resident Jo Ann Tannock fell in love with it. However, she passed on buying it as she remembered all the quilt tops she herself had made which were waiting to be quilted. Then, several months later at a birthday party for Jo Ann, she opened a box and found inside the quilt top from the show – a gift to her from a friend. She was astonished and so pleased. Last winter she couldn't resist the temptation to move it to

the top of her to-be-quilted list, so on display is the finished quilt, hand-pieced by Sarah 75 to 80 years ago and hand-quilted by Jo Ann in 2014. It measures 78" x 80."

**Friends of the Library.** There will be a general meeting of the Friends on **Monday, July 13** at the Library from 7:30-9 p.m. New members are welcome to attend.

**Library Book Club.** The Book Club will meet again in September.



## CITY OF NORTH PLAINS

31360 NW Commercial Street, North Plains, Oregon 97133

Date: July 6, 2015  
To: City Council  
From: City Manager Blake Boyles  
Subject: File No. 15-002 Eggiman Comprehensive Plan and Zone Change  
Application-4.67 acres between NW Pacific and NW Kaybern Change

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**Request:** Review and consider the recently submitted letter and documentation from Mike Eggiman in the discussions regarding the application for File No. 15-002.

**Background:** The Planning Commission conducted a public hearing regarding this land use application on May 13, 2015. The Planning Commission recommended denial of the application, as detailed in the Planning Commission Recommendation submitted by staff in the materials for the June 15, 2015 City Council public hearing.

Planning Staff provided a report to the Planning Commission prior to the May 13, 2015 public hearing and that report is included in this Agenda Packet. The staff report to the Planning Commission includes findings for each applicable code section. Also included is the applicant's original submittal packet and all public testimony submitted prior to and at the Planning Commission meeting.

This public hearing was duly noticed for the June 15, 2015 City Council meeting. The public hearing was opened and continued to a date certain of July 6, 2015 at the request of the applicant. The applicant requested this time in order to submit additional materials to the public hearing with the City Council.

On July 1, 2015, staff received an additional letter from Mr. Eggiman along with some supporting documentation submitted by Ken Sandblast for Council to review prior to the public hearing to be held on July 6, 2015. This material details the property owner's analysis of commercial and industrial lands in the City of North Plains, as well details of the topography of the site.

**Fiscal Impact:** This item has no direct fiscal impact.

**Recommendation:** Make a decision to approve or deny the proposed zone change application.

**Sample Motion:** This document is informational only--to be considered with the materials previously submitted.

July 1, 2015

Mayor and Councilors  
North Plains City Council  
North Plains, OR 97133

**RE: File #15-002 – Eggiman Comprehensive Plan and Zone Change Application  
4.67 Acres between NW Pacific and NW Kaybern Change**

Dear Mayor and Councilors

As property owner and applicant, I am submitting this letter to you prior to the public hearing scheduled for July 6<sup>th</sup> on my zone change request from commercial to residential for my 4.67 acre parcel between NW Pacific and NW Kaybern .

**My Application Request**

This application involves one parcel totaling 4.67 acres that I own. My application requests your approval of two changes:

- (i) There is currently an inconsistency between the North Plains Comprehensive Plan and Zoning Map for 1.75 acres of my property. For this portion of my property the Comp. Plan show it as High Density Residential (“HDR”) designation and the zoning map is Commercial. My request is to change the zone to R-2.5 for the 1.75 acres to be consistent with the existing Comprehensive Plan HDR.
- (ii) For the remaining 2.92 acres I am requesting to change the Comprehensive Plan from Commercial to HDR and the zoning from Highway Commercial (“C-2”) to R-2.5. As I testified at the Planning Commission, I am willing to accept a condition of approval for the entire property establishing an average lot size of 4,000 s.f. for future R-2.5 development.

After attending the Planning Commission hearing in May and reviewing findings prepared in support of their denial recommendation, I would like to address the two key issues that are identified as the basis for consideration in making the final decision on my application. These two issues are:

**Amount of Commercial Land I Own**

As many of you may know, I also own the adjacent 5.2 acres to the west of the property involved in this application. The Planning Commission findings repeatedly state that the basis of their denial recommendation to you is that approval of my request will reduce the amount of commercial land I own and “...preclude a large-size commercial project from locating in North Plains.”

For nearly a decade I have owned close to 10 acres of land in North Plains, I have tried, and continue trying, to develop the land with commercial services envisioned and

desired by citizens and City leaders. The fact is current City population counts do not support the market necessary to develop a commercial center with a grocery anchor.

The Planning Commission concern with reducing the total commercial zoned land I own was a complete surprise to me at the public hearing. Given this concern, I have spent considerable time since May researching and analyzing current and future North Plains demographics and populations projections. Your ongoing “Envision North Plains Future” planning effort is the primary source I have used to determine “demand”.

I then researched grocery industry statistics and operating facts. Based on information from the USDA and other sources, below is a table calculating support for supermarket store anchored center on my property:

<b>NORTH PLAINS SUPERMARKET SUPPORT</b>	
North Plains Total Households in 2010 <sup>1</sup>	852
North Plains Median Annual Household Income in 2010 <sup>1</sup>	\$ 71,346
% of Income Spent on Food <sup>2</sup>	6.4%
Annual Household Amount Spent on Food	\$ 4,566
Equivalent Weekly	\$ 88
100 % Total of All North Plains Households Weekly Amount Spent on Food	\$ 74,815
2014 Average Weekly U.S. Sales by Supermarket Store (per square foot) <sup>3</sup>	\$ 11.85
<b>CONCLUSION</b>	
<b>Supermarket Size Supported in North Plains (s.f.)</b>	<b>6,313</b>
This store size conclusion assumes 100% of weekly amount spent on food by North Plains households is spent at this supermarket in North Plains. Leakage will occur where North Plains households spend on food at supermarkets outside North Plains. This leakage results in a reduction of the above supermarket size supported in North Plains.	
<i>Sources</i>	
<sup>1</sup> City of North Plains - 2014 Comprehensive Plan Inventory	
<sup>2</sup> USDA Economic Research Service 2013	
<sup>3</sup> Food Marketing Institute	

To account for future growth and commercial land needs, the 2014 Comprehensive Plan Inventory includes the North Plains 2030 population to be 4,696. This population equates to Total Households of 1,878, an increase by a factor of 2.2 above 852. Using this increase factor, and a reasonable increase in annual household income, results in a total supermarket size of <20,000 s.f. supported by North Plains community in 2030.

The remaining 5.2 acres of commercial land I own along Glencoe Road is large enough to support up to a 40,000 s.f. grocery store. I submitted a concept site plan depicting this development as part of my land use application. This information demonstrates that approving this application to change the zone as proposed on my 4.67 acre property does not “preclude” a future commercial development anchored by a supermarket in North Plains on the remaining 5.2 acres of C-2 zoned land I own along Glencoe Road.

### **R-2.5 Zoning**

As addressed in my application, the 4.67 acre property does not meet the Comprehensive Plan criteria for designation as Commercial land. The land has existing slopes in excess of 15% and lacks visibility from a major arterial. Topographically, the 4.67 acres is separated from the 5.2 acres I own fronting on Glencoe Rd.

I provided this information to the Planning Commission. Based upon questions they had at the hearing, it was clear to me of the need to provide more information on existing conditions on my property and the resulting negative impact on commercial development. Attached to this letter is a memo several additional cross-sections and associated information from my civil engineer. I am providing this information in my effort to better detail existing property conditions for all of you. This material demonstrates that the 4.67 acres I am proposing for a change in zoning does not comply with applicable Comprehensive Plan criteria for commercial lands nor is it economically viable for future commercial development.

In closing, I would like you all to know that I am a long-time owner of this land and have worked with City staff over the years as I continue to try and develop my property to serve the North Plains community with commercial services. I chose to attend Planning Commission meetings earlier this year and during public comments let the Commission know I was considering changing the zone on the eastern portion of my property to residential given the ongoing and continuing lack of market interest in 10 acres of commercial land combined with the existing topography and lack of visibility for business. I made the decision to move forward and incur the expenses associated with this formal application based upon my communication outreach and feedback received. Of course I realize in the end that your decision on my application is all that matters.

I respectfully request you approve my zone change request. Above I have addressed the two key issues found by the Planning Commission as the basis for their recommendation. In addition, I want to emphasize for your consideration the conceptual site plans and examples of existing commercial centers in the surrounding area I submitted with this application which both demonstrate that the 5.2 acres of remaining commercial land I own that is flat and fronting onto Glencoe Road is more than adequate to provide future development to serve North Plains residents.

Thank you for your time and consideration of my application. I look forward to your questions and input at the July 6<sup>th</sup> public hearing.

Sincerely,

Mike Eggiman

cc: Margaret Reh, City of North Plains  
Heather Austin, City of North Plains  
Len Schelsky, Westlake Consultants  
Ken Sandblast, Westlake Consultants

**Date:** June 30, 2015

**To:** Mike Eggiman

**From:** Len Schelsky, PE

**Re:** Existing Conditions and Commercial Development Site Cross-Sections and Grading Quantities for Your Property Between NW Pacific and NW Kaybern on Glencoe Road in North Plains.

**CC:** Ken Sandblast, AICP

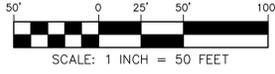
As per your request, attached are two preliminary engineering sheets containing an analysis of the existing topography of your 4.67 acre property between NW Pacific and NW Kaybern. After attending the May Planning Commission hearing on your zone change application, it was clear of the need for additional information on how the existing conditions on your property negatively impact its potential for commercial development.

The attached information is provided to graphically demonstrate the grading and retaining walls involved for your 4.67 acre property and the adjacent 5.2 acre property you own adjacent to the west along Glencoe Road. The second sheet is three different profiles. Each of the profiles on this sheet has the existing ground in dashed line and a heavy black line of the grade necessary to meet the 2% slope across your property customary for commercial center development sites. Also included on each of the three profiles is a label along the top where your 4.67 acre property west and east boundary is located to better understand how the topography of this property contains excessive slopes for commercial development.

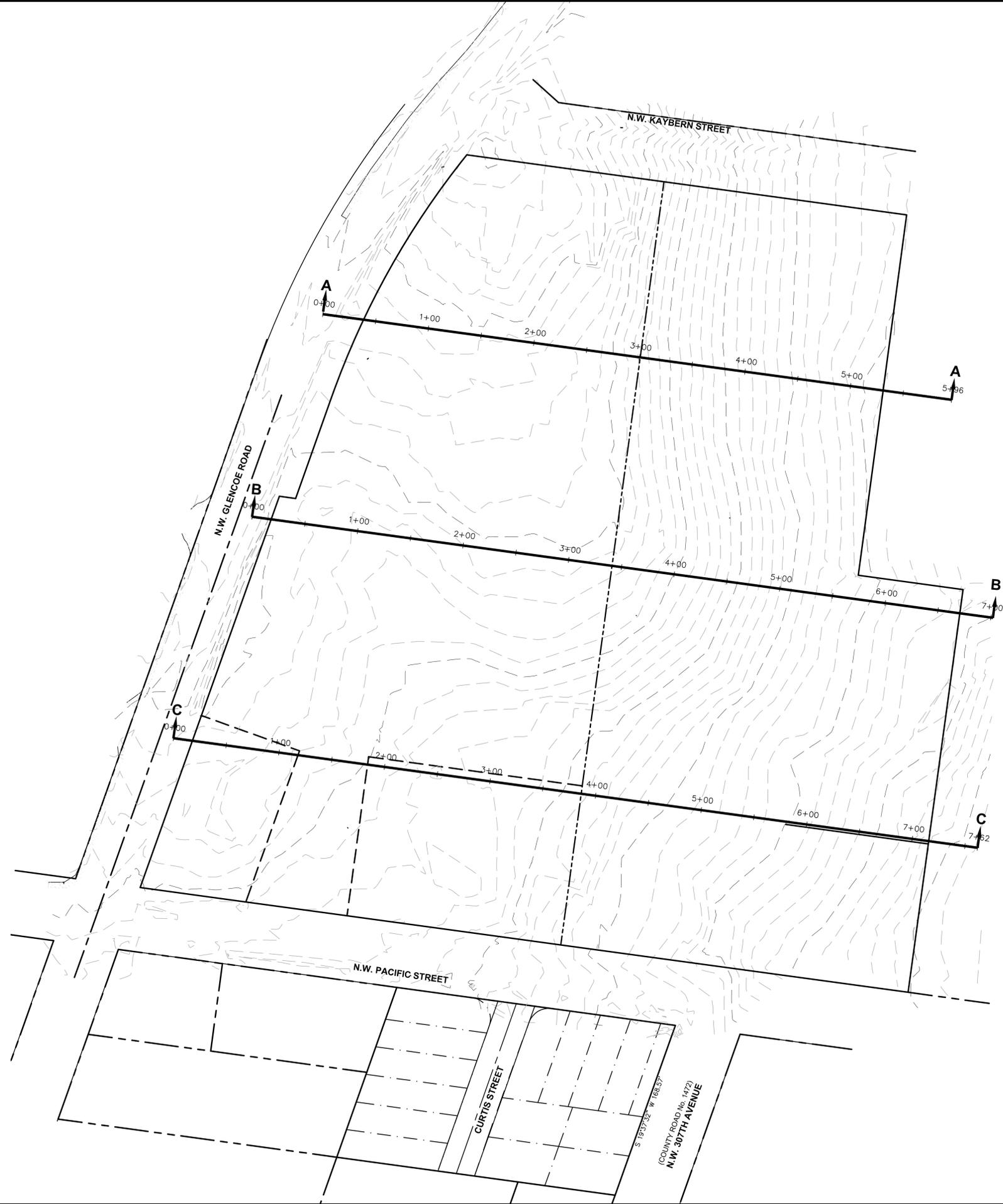
In summary, the attached sheets illustrate that to meet commercial development site conditions involves a retaining wall along the entire eastern boundary of your 4.67 acre property. This is a retaining wall length of approximately 1000 feet. This retaining wall will range between 10 and 15 feet over the entire 1000 foot length and at \$30/s.f. results in a cost of over \$350,000.

Behind the retaining wall, your property will require between 50,000 to 60,000 cubic yards of fill material be brought onto the site. This amount of fill is equal to between 5,000 to 6,000 dump trucks and at \$15/cu.yd. results in a cost of over \$800,000.

In summary, the information is provided to further inform how existing conditions and commercial development site requirements combine to result in your 4.67 acres not being practical or economically viable for a commercial center- style development.



SCALE: 1 INCH = 50 FEET



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**WESTLAKE**  
CONSULTANTS INC.

ENGINEERING • SURVEYING • PLANNING

PACIFIC CORPORATE CENTER  
15115 N.W. SCAROLA PARKWAY, SUITE 150  
TIGARD, OREGON 97224  
(503) 684-0662  
FAX (503) 684-0137

**KEMMER MEADOWS**  
WASHINGTON COUNTY, OR

**EXHIBIT K**  
SITE TOPOGRAPHY CROSS SECTIONS

THESE DRAWINGS ARE THE PROPERTY OF WESTLAKE CONSULTANTS INC. (WCI) AND ARE NOT TO BE REPRODUCED IN ANY MANNER EXCEPT WITH THE WRITTEN PERMISSION OF WCI

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REVISIONS

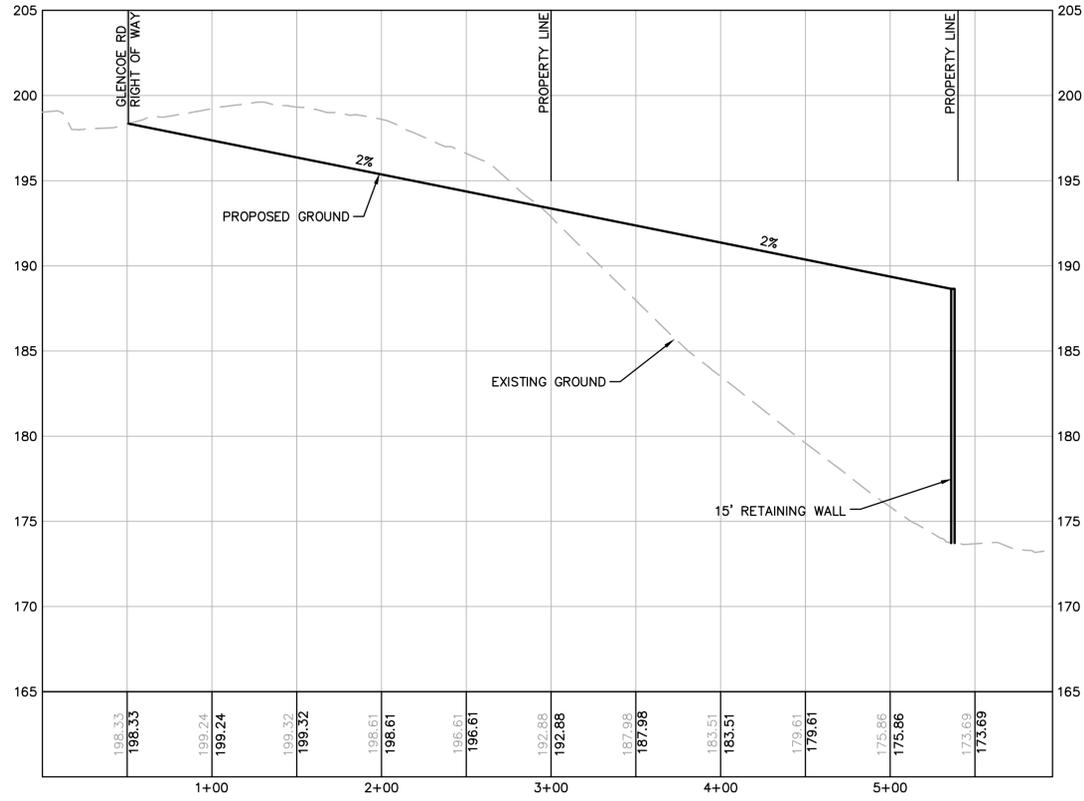
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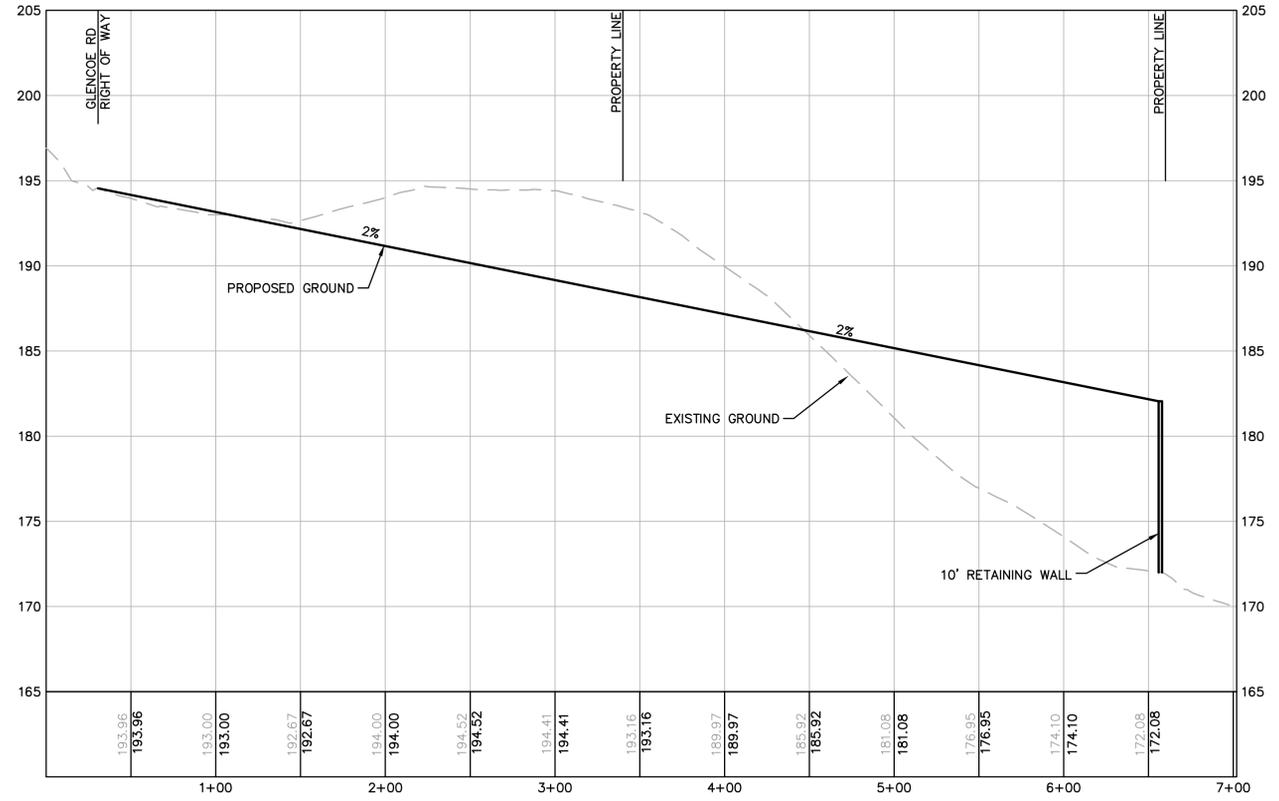
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03/05/15 LAND USE SUBMITTAL

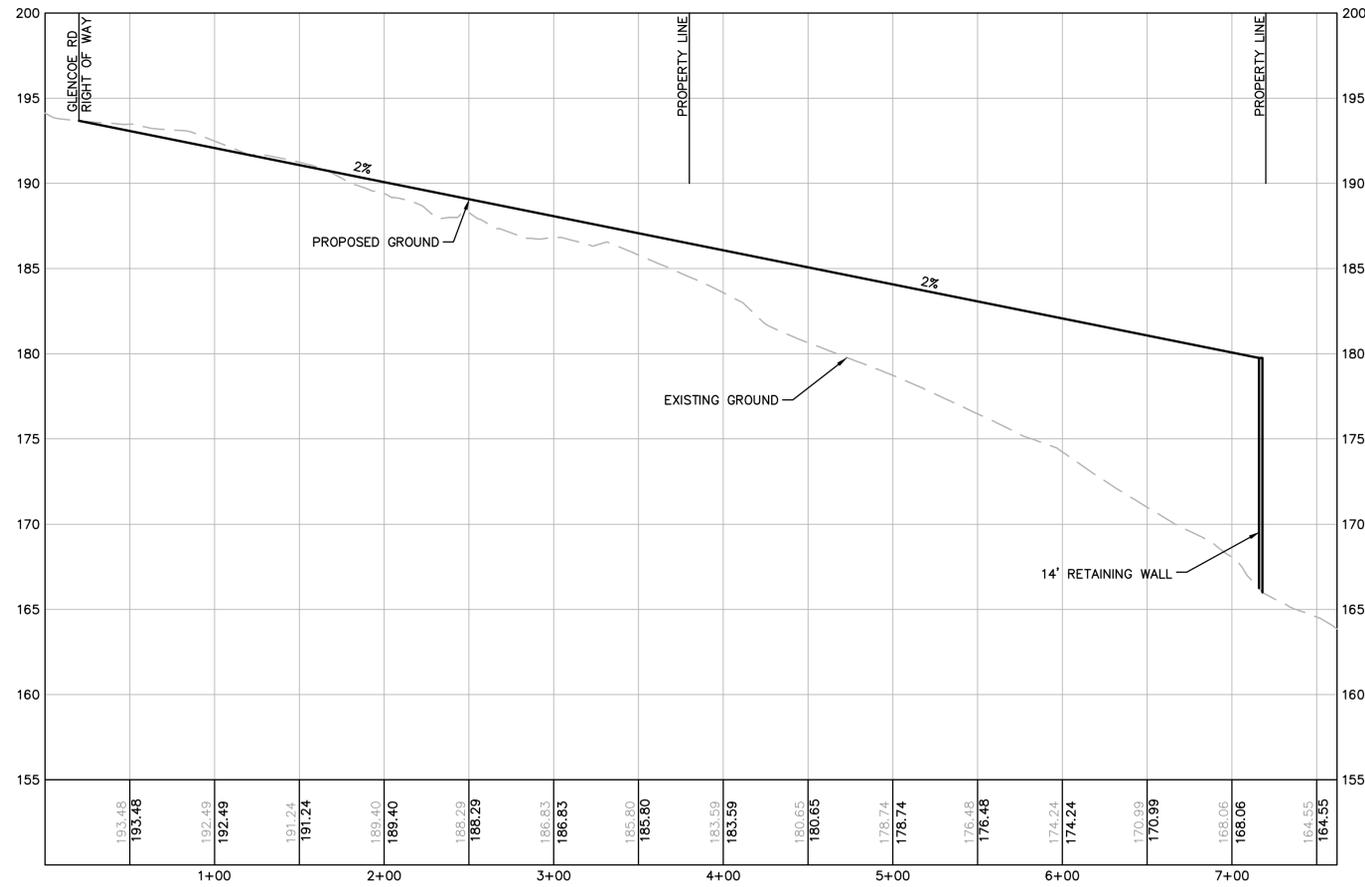
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**SECTION A-A**  
HORIZONTAL: 1"=50'  
VERTICAL: 1"=5'



**SECTION B-B**  
HORIZONTAL: 1"=50'  
VERTICAL: 1"=5'



**SECTION C-C**  
HORIZONTAL: 1"=50'  
VERTICAL: 1"=5'



**KEMMER MEADOWS**  
WASHINGTON COUNTY, OR

**EXHIBIT K**  
SITE TOPOGRAPHY CROSS SECTIONS

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1		REV. 1 DESCRIPTION		

SHEET  
**3 OF 3**  
JOB NO.  
2527-01

03/05/15 LAND USE SUBMITTAL

## Agenda Item No.: 8A

TO: **North Plains City Council**

FROM: Heather Austin, AICP, Consulting Land Use Planner

DATE: June 5, 2015

RE: City File # 15-002 Eggiman Zone Change



Public Hearing of the request for a comprehensive plan map amendment and zoning map amendment from Commercial to High Density Residential

(Continued from the June 15, 2015 North Plains City Council meeting)

### **Planning Commission Recommendation and Review of Materials**

City Council is conducting a public hearing to decide whether to approve, approve with conditions or deny the proposed comprehensive plan map amendment and zoning map amendment. The proposed amendments are for property located on the eastside of Glencoe Road between NW Kaybern St. and NW Pacific St.

The Planning Commission conducted a duly noticed public hearing regarding this land use application on May 13, 2015. The Planning Commission recommended denial of the application, as detailed in the Planning Commission Recommendation.

Staff provided a report to the Planning Commission prior to the May 13, 2015 public hearing, included with these materials. The staff report to the Planning Commission includes findings for each applicable code section. Also included is the Applicant's original submittal packet and all public testimony submitted prior to and at the Planning Commission meeting.

Before the Planning Commission of the City of North Plains

In the matter of an application for comprehensive plan map amendment and zoning code map amendment	)	RECOMMENDATION TO CITY COUNCIL
Mike Eggiman, North Plains Center, LLC,	)	15-002-Plan Map Amendment
APPLICANT	)	Eggiman Zone Change
	)	
	)	

**Whereas**, a request was made by applicant Mike Eggiman (22865 NW Yungen Road, Hillsboro, OR 97124, for a comprehensive plan map amendment from Commercial to High Density Residential and a zoning code map amendment from COMM (Commercial) to R-2.5 (High Density Residential); and

**Whereas**, the applicant must obtain a final decision from the City Council after the Planning Commission has conducted a public hearing on the matter and forwarded a recommendation to the Council; and

**Whereas** the Planning Commission conducted a duly noticed public hearing, and reviewed the applications at its meeting on May 13, 2015; and

**Whereas**, the Planning Commission considered the written and oral testimony presented by staff, the applicant and the public, and thereafter closed the hearing and deliberated; and

**Whereas**, having considered the applications and the evidence in the record, the Planning Commission adopted a motion to recommend denial to the City Council of file 15-002 Plan Map Amendment, and instructed staff to prepare findings and conclusions in a written recommendation.

**Now therefore, it is hereby recommended by the North Plains Planning Commission:**

The Planning Commission recommends denial to the City Council of the applications, file 15-002 Comprehensive Plan Map Amendment and Zoning Code Map Amendment, based on the findings and conclusions contained in Exhibit A which the Planning Commission hereby adopts as its findings, and determines to be reasonable.

	<u>5/22/15</u>
Stewart King Chairperson	Date

**Eggiman Zone Change**  
**File# 15-002-Comprehensive Plan Map and Zoning Code Map Amendments**  
**Planning Commission Recommendation to City Council**  
**Exhibit A FINDINGS**

General Findings

1. Finding: Applications for comprehensive plan map amendments and zoning code map amendments require Type IV legislative reviews and decisions. The Planning Commission conducts a public hearing on the matter and forwards a recommendation to the City Council. The City Council is the City's decision making body. The applications are processed concurrently.
2. Finding: Location: Property identified as Tax Lot 2300 Map No. 1N31DD. The subject property is located on the east side of NW Glencoe Road between NW Kaybern Street and NW Pacific Street and is approximately 4.67 acres in size. The site is currently vacant of buildings but contains a stormwater pond treatment and detention facility located in the southeast corner of the site adjacent to the NW Pacific Street right-of-way.
3. Finding: Comprehensive Plan Designation: The land use designation of the subject property is split: 2.92 acres is designated Commercial and 1.75 acres is designated High Density Residential on the City's Comprehensive Plan Map. A previous zoning code map amendment designated the entire property C-2 (highway commercial); however, the zoning code map amendment was not accompanied by a comprehensive plan map amendment to change the entire property to Commercial on the Comprehensive Plan Map, hence the split Comprehensive Plan designation. Adjacent property to the west, northwest and southwest is Commercial and adjacent property to the east, northeast and southeast is High Density Residential.
4. Finding: Zoning: The site is C-2 (Highway Commercial). Adjacent property to the west, northwest and southwest is zoned C-2 and property to the east, northeast and southeast is zoned R-2.5 (High-Density Residential).
5. Finding: Existing Improvements: The subject property is currently vacant of buildings but contains a stormwater detention and treatment pond.
6. Finding: Availability of Public Services: The property currently has access to City water and Clean Water Services sewer. The subject property is served by City police and Washington County Fire District No. 2 for fire protection.
7. Finding: Proposed Application: An application for a Comprehensive Plan Map Amendment from COMM to HDR and a Zoning Code Map Amendment from C-2 to R-2.5.

8. Finding: Procedures: In accordance with ZDO Chapter 16.170 Application Review and Procedures, public notice was published in a newspaper of general circulation in the City at least 10 days prior to the Planning Commission hearing. Land Use Action Referrals were mailed to all affected public agencies. On May 13, 2015, the Planning Commission conducted a public hearing to discuss and make a recommendation regarding this application. Because the application includes a request for a comprehensive plan amendment, ORS 227.178(10) does not require final action on this application within 120 days.
9. Finding: Procedures: In accordance with ZDO Chapter 16.170 Application Review and Procedures, public notice will be published in a newspaper of general circulation in the City at least 14 days prior to the City Council hearing.

## Specific Findings based on North Plains Municipal Code (NPMC)

### NPMC 16.200 Comprehensive Plan & Zoning Amendments

10. Finding: The Planning Commission is the designated citizen involvement committee and noticed and conducted the public hearing pursuant to the North Plains Zoning Ordinance, which is consistent with state law.
11. Finding: The proposed R-2.5 zoning designation would meet with surrounding land use designations (adjacent R-2.5 to the east). However, the need for additional High Density Residential (R-2.5) zoning in North Plains has not been demonstrated.
12. Finding: The owner of the property, also the applicant of this application, owns a total of 10 adjacent acres of property, all of which is currently zoned C-2 (Highway Commercial).
13. Finding: The 10 total acres of property owned by the applicant is the largest amount of single-owner commercially-zoned property in the City.
14. Finding: A rezone of 4.67 acres of the site to residential would not meet the City's Comprehensive Plan Policy Objectives for Section 15.02.070 Economics. The rezone would not increase local job opportunities or encourage diverse businesses and industries to locate in North Plains. The rezone would preclude a commercial user seeking greater than 5 acres of land from locating in North Plains.
15. Finding: The applicant provided a conceptual layout for the proposed R-2.5 area of the site showing 4,000 square foot average minimum lot size single-family development, consistent with the permitted uses in the R-2.5 zone.
16. Finding: The zone change is not timely in that development applications are on the rise in North Plains and surrounding areas and removal of the commercial

designation from a portion of the overall site would preclude a large-size commercial project from locating in North Plains.

17. Finding: The City's Transportation System Plan (TSP) includes full development of this site as a commercial use. Development of the site as residential, while likely to reduce the total daily vehicle trips to the site compared to commercial zoning, would require specific trip generation data at the time of subdivision submittal.

**Mike Eggiman**  
**Comprehensive Plan Map Amendment & Zone Change**  
**Commercial to R-2.5**

*Prepared for:*

**Mike Eggiman**

North Plains Center LLC  
22865 NW Yungen Road  
Hillsboro, OR 97124  
Phone: (503) 523.6723

*Prepared by:*

**Westlake Consultants, Inc.**

15115 SW Sequoia Parkway, Suite 150  
Tigard, Oregon 97224  
Phone: 503.684.0652  
Fax: 503.624.0157

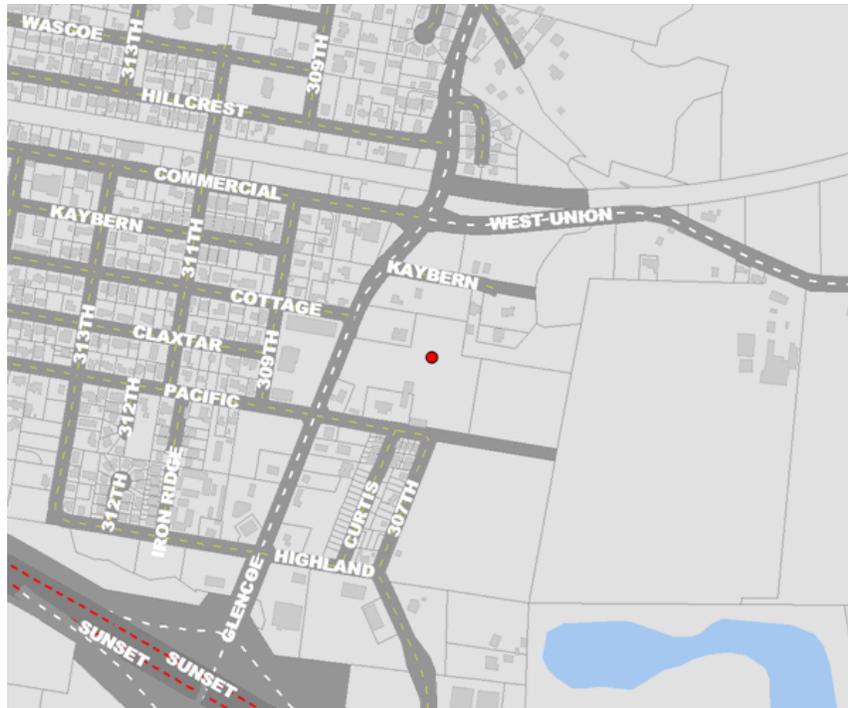
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# Application Description

## Proposal

This application requests approval for a Comprehensive Plan Map Amendment from Commercial to High-Density Residential and concurrent Zone Change from COMM to R-2.5. Exhibit D is the existing North Plains Comprehensive Plan Map for the subject site. Exhibit E is the existing North Plains Zoning Map for the subject site. Exhibit F is a map depicting the area proposed for rezoning upon the subject site.



**Figure 1 - Site Vicinity Map**

## Existing Conditions

The subject site property is located on the east side of Glencoe Road between NW Kaybern Street and NW Pacific Street, totals approximately 4.67 acres in size and is owned by Mr. Mike Eggiman, the applicant. Exhibit B is Washington County Tax Assessor Map 1N-3-1DD for the Subject Site.

A property line adjustment application was approved by North Plains in July 2014 reconfiguring the existing property lines for all property owned by Mr. Eggiman and creating a single parcel, Tax Lot 2300, that is subject of this application. Exhibit G depicts the approved property line adjustment. Mr. Eggiman is the owner of adjacent parcels to the west (Tax Lots 100, 101 and 2200) which are currently zoned Commercial and are not a part of this application.

The subject site is currently vacant. The only existing improvement is a stormwater pond treatment and detention facility located in the southeast corner of the subject site adjacent to the NW Pacific Street

public right-of-way. This facility was constructed as part of the Glencoe Road interchange improvements and is sized to serve future development of all of Mr. Eggiman's property.

The existing topography slopes predominantly from the west boundary to east boundary of the property. McKay Creek meanders through adjacent property to the east and at a curve, the creek bank is approximately 100 ft. east. A review of FEMA Floodplain information finds the only area of the subject site located within the 100-year floodplain is a small triangular shaped area entirely located within the existing surface water facility located at the southeast corner of the subject site.

Exhibit C is an aerial map of the subject site and the surrounding adjacent area. Existing development to the south across NW Pacific St. are single-family residences zoned and developing at R-2.5 density, adjacent to the east and north across NW Kaybern are larger residential parcels due to McKay Creek meandering through them, which are zoned currently R-2.5 and contain detached single-family residence and associated outbuildings.

## Public Facilities

- **Sanitary Sewer:** There is an existing 8" Clean Water Services public sanitary line in NW Pacific Street adjacent to the south property line of the subject site. There is also an existing 10" CWS public line located within an existing easement on adjacent property to the east. Both of these lines have been sized and planned to serve development on the subject site.
- **Water Service:** City of North Plains currently has an 12-inch public water main in the NW Pacific Street right-of-way that is adequate to serve future development on the subject site at its proposed rezone to R-2.5.
- **Stormwater Management:** There is an existing stormwater detention and treatment facility located on the subject site at the southeast corner adjacent to NW Pacific Street right-of-way. This facility was designed and constructed as part of the Glencoe Road interchange improvements and has been sized to accommodate development of all property owned by Mike Eggiman, including the 4.67 acre subject site being proposed by this application for rezoning from Commercial to R-2.5.
- **Streets:** NW Pacific Street is an existing 60-foot wide, public right-of-way adjacent to the south of the subject site and NW Kaybern Street is an existing 60-foot wide, public right-of-way adjacent to the north of the subject site. Both of these rights-of-ways are available and adequate to serve future development of the subject site at proposed R-2.5 zoning. Given this application involves rezoning the subject site and no site development is proposed, any needed street improvements will be reviewed by the City of North Plains through a separate land use application process in the future, if and when, site development is proposed.

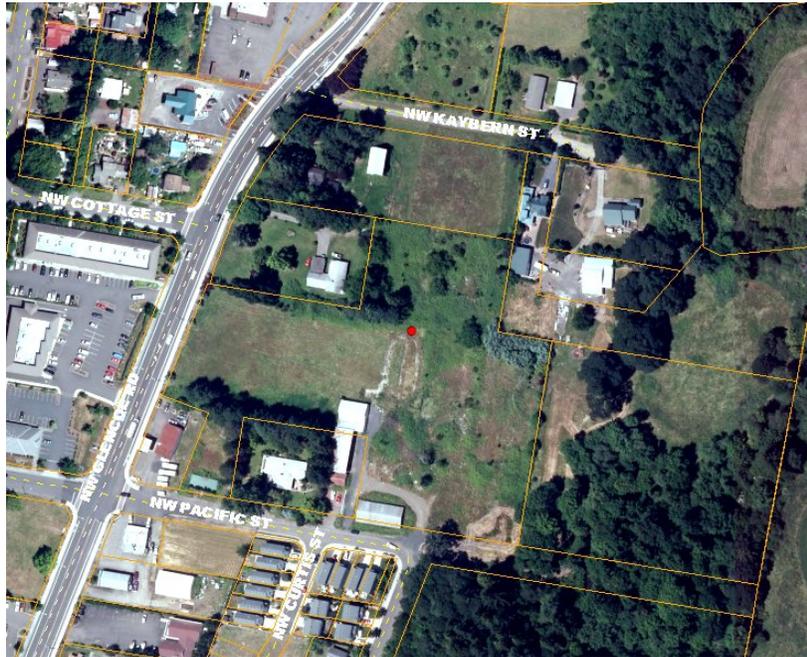


Figure 2 – Aerial Photograph

## North Plains Municipal Code Approval Standards & Criteria

### Applicant Narrative

The North Plains Municipal Code Chapters and sections applicable to this Comprehensive Plan Map Amendment and Zone Change application include:

North Plains Municipal Code

- Chapter 16.200
- Chapter 15.02

The specific applicable sections from these Chapters and associated applicant responses demonstrating compliance with each are as follows:

#### *Chapter 16.200 Comprehensive Plan & Zoning Amendments*

##### *16.200.000 Purpose and Scope*

##### *B. Quasi-Judicial Amendments*

*Quasi-judicial amendments may only be made for the application of established policy to specific properties in the City. Quasi-judicial amendments may be initiated by the property owner or owners, a contract purchaser or an agent authorized by the property owner or owners; by the Planning Commission; or, by the City Council. All quasi-judicial amendments shall be subject to the public notice requirements and public hearing requirements of the Application Review section of this chapter.*

### **Applicant Response:**

In satisfaction of this section, this application is initiated by the property owner, Mike Eggiman, and involves specific property located within the North Plains city limits. Applicable public notice and hearing requirements will be satisfied through the formal North Plains land use application review and decision making process required by City code.

*16.200.010 Application and Fee*

*An application for an amendment shall be filed with the City and accompanied by the appropriate fee. It shall be the applicant's responsibility to submit a complete application which addresses the review criteria of this section.*

**Applicant Response:**

Exhibit A is completed and signed City of North Plains land use application form and applicable fees are being paid at the time of this application submittal to the City Planning Department. The applicable review criteria are addressed herein by this applicant's narrative responses.

*16.200.015 Review Criteria*

*B. Map Amendment*

*An amendment to the Comprehensive Plan Map or Official Zoning Map may be authorized, provided that the proposal satisfies all applicable requirements of this Ordinance, and provided that the applicant demonstrates the following:*

**Applicant Response:**

The applicable requirements for a comprehensive plan map amendment from Commercial to High Density Residential and associated zone change from COMM to R-2.5 are addressed herein and will be confirmed through City Staff review and public hearing decisions on this application.

*1. That the proposed amendment is consistent with the goals and policies of the Comprehensive Plan;*

**Applicant Response:**

The North Plains Comprehensive Plan is acknowledged by the Oregon Department of Land Conservation and Development as in compliance with the Statewide Planning goals. This application proposes a comprehensive plan map amendment from Commercial to High Density Residential and associated zone change from COMM to R-2.5 totaling approximately 4.67 acres of the subject site's total 7.85 acres. Based upon the City pre-application meeting for this application and a review of the North Plains Comprehensive Plan, the following goals and policies are found to be applicable:

*Municipal Code Sections:*

*15.02.010 Citizen Involvement*

*15.02.015 City Objectives and Policies*

**Applicant Response:**

As per Section 16.170, this proposal is a Type IV land use application. The public notice requirements, application review process, and separate public hearings before the North Plains Planning Commission and then the North Plains City Council insure this application complies with the goals and policies of this Section 15.02.

*15.02.020 Land Use Planning*

*15.02.025 City Objectives and Policies*

**Applicant Response:**

This application proposes a comprehensive plan map amendment from Commercial to High Density Residential and associated zone change from COMM to R-2.5. The City of North Plains has been working through an update to the community's Comprehensive Plan and is planned to complete adoption of the updated plan later this year. In preparation of this

application, the applicant has reviewed the update work completed to date as well as the currently adopted and effective policies of the existing plan.

For the subject site, the adopted Comprehensive Plan currently designates 1.75 acres of the 4.67 acres as High Density Residential (“HDR”) and the remaining 2.92 acres as Commercial. This application requests a map amendment to designate the 2.92 acres as High Density Residential so the entire site has the same designation. The current North Plains Zoning Map has the entire subject site zoned Commercial (“COMM”), which for the 1.75 acres designated HDR is an inconsistent zoning district. Thus, concurrent with the proposed map amendment, this application requests a zoning map change for the entire subject site to R-2.5 for consistency with existing and proposed HDR Plan designation.

The buildable land inventory has been reviewed and compiled into draft form through the City’s ongoing Comprehensive Plan update effort. Based upon a review of this information, the proposed map amendment changing 2.94 acres from commercial to high density residential will not have a significant impact on the overall supply of either commercial or high-density residential land within the City.

At the policy level, the Plan update effort is indicating a desire by the North Plains community to have larger residential lot sizes in the R-2.5 zone. Exhibit H included with this application is a conceptual future development plan for the subject site demonstrating how this property can be divided into lot sizes averaging 4,000+ square feet with approval of this application.

*15.02.050 Areas Subject to Natural Disasters and Hazards*

*15.02.051 Flooding*

**Applicant Response:**

McKay Creek meanders through property adjacent to the East, coming no closer than approximately 100 feet of the subject site. Federal Emergency Management Agency (FEMA) floodplain maps establish the 100-year floodplain elevation as the 168 ft. elevation in this area of North Plains. As described above, the subject site currently has a surface water treatment and detention facility located in the southeast corner. The only area of the subject site located below the 168 ft. elevation is a small area within the existing stormwater facility, the remainder of the subject site is outside the 100-year floodplain.

*15.02.070 Economics*

*15.02.074 Statewide Planning Goal*

*15.02.075 City Objectives and Policies*

**Applicant Response:**

The majority of the policies in this section are being satisfied by the City of North Plains through its ongoing land use planning and economic development efforts. The applicant, Mike Eggiman, is the longtime owner of the subject site and an adjacent additional 4.77 acres of commercially zoned land. Over the course of time, Mike has worked with commercial developers and coordinated his efforts with City staff as he has worked to develop commercial uses serving North Plains and providing employment opportunities for residents. In satisfaction of the Policy 5, Mike and the City worked jointly to site, design and construct the surface water treatment and detention facility infrastructure constructed as part of the Glencoe Road improvements, the primary entry and commercial service district within North Plains.

- 15.02.080 Housing*
- 15.02.084 Statewide Planning Goal*
- 15.02.085 City Objectives and Policies*

**Applicant Response:**

This application proposes a comprehensive plan map amendment from Commercial to High Density Residential and associated zone change from COMM to R-2.5. The City of North Plains has been working through an update to the community's Comprehensive Plan and is planned to complete adoption of the updated plan later this year. In preparation of this application, the applicant has reviewed the update work completed to date as well as the currently adopted and effective policies of the existing plan.

At the policy level, the Plan update effort is indicating a desire by the North Plains community to have larger residential lot sizes in the R-2.5 zone. Exhibit H included with this application is a conceptual future development plan for the subject site demonstrating how this property can be divided into lot sizes averaging 4,000+ square feet with approval of this application.

- 15.02.090 Public Facilities and Services*
- 15.02.095 City Objectives and Policies*
- 15.02.096 Municipal Water Policy*
- 15.02.097 Sanitary Sewer System Policy*
- 15.02.098 Storm Water Runoff Policy*

**Applicant Response:**

This application proposes a comprehensive plan map amendment from Commercial to High Density Residential and associated zone change from COMM to R-2.5. In preparation of this application, the applicant has met with City staff to discuss existing and planned utility and transportation services in the area surrounding the subject site.

There are existing sanitary and water lines in the public rights-of-way and within public utility easements located adjacent to the subject site with adequate capacity to serve future development of the subject site at the request R-2.5 zoning designation. There is an existing surface water treatment and detention facility located in the southeast corner of the subject site which was designed and constructed with adequate capacity to serve all property owned by the applicant between NW Pacific and NW Kaybern Streets, including the subject site, at its current Commercial zoning designation. This application proposes a zone change to R-2.5 for 4.67 acres of the property and the resulting future development of single family residential lots with associated setbacks and landscaping is a net reduction in the total amount of impervious surface area from future commercial development upon the subject site. Thus, the existing storm facility serving the subject site has adequate capacity to serve the zoning proposed in this application.

- 15.02.100 Schools Policy*

**Applicant Response:**

In satisfaction of the applicable policies, this Hillsboro School District will be noticed and comments requested on this application through the North Plains land use review and approval process.

*16.200.015 Review Criteria*

*B. Map Amendment*

*2. The purpose statement of the proposed zone can be met and the uses permitted in the proposed zone can be accommodated on the proposed site without exceeding its physical capacity. Allowed uses in the proposed zone can be established in compliance with the development requirements of the Code;*

**Applicant Response:**

This application proposes a zone change to R-2.5. In accordance with provisions of this section, the purpose statement and permitted uses are addressed as follows:

*Chapter 16.30 Zoning District R-2.5*

*16.30.000 Purpose*

*The purpose of the R-2.5 District is to provide for the development of multi-family housing, and to implement the housing policies of the Comprehensive Plan.*

**Applicant Response:**

For the subject site, the adopted Comprehensive Plan currently designates 1.75 acres of the 4.67 acres as High Density Residential (“HDR”) and the remaining 2.92 acres as Commercial. This application requests a map amendment to designate the 2.92 acres as High Density Residential so the entire site has the same designation. The North Plains Zoning Map has the entire subject site zoned Commercial (“COMM”), which for the 1.75 acres designated HDR is an inconsistent zoning district. Thus, concurrent with the proposed map amendment, this application requests a zoning map change for the entire subject site to R-2.5 to both correct the existing inconsistency and to rezone the 2.92 acres consistent with the requested map amendment to HDR.

At the policy level, the currently underway Plan update effort is indicating a desire by the North Plains community to have larger residential lot sizes in the R-2.5 zone. Exhibit H included with this application is a conceptual future development plan for the subject site demonstrating how this property can be divided into lot sizes averaging 4,000+ square feet with approval of this application.

*16.30.005 Permitted Uses*

*Permitted uses are subject to the requirements of the Design Review section of this chapter, if applicable. Refer to Zoning Code Use Table.*

**Applicant Response:**

Permitted uses in the R-2.5 zone include single-family detached, single-family attached, duplexes, triplexes, townhomes and multi-family dwellings. Exhibit H is a conceptual future subdivision plan for the subject site. In satisfaction of Section 16.200.015(B)(2), this concept demonstrates that single-family dwellings, a permitted use in the proposed zone, can be established in compliance with applicable development requirements for subdividing land in the R-2.5 zone.

*16.200.015 Review Criteria*

*B. Map Amendment*

*3. That the proposed amendment is timely, considering the pattern of development in the area, surrounding land uses, any changes which may have occurred in the neighborhood or community to warrant the proposed amendment, and the availability of utilities and services to serve the proposed uses or other potential uses in the proposed zoning district; and*

**Applicant Response:**

Exhibit C is an aerial map of the subject site and the surrounding adjacent area. Existing development to the south across NW Pacific St. are single-family residences zoned and developing at R-2.5 density, adjacent to the east and north across NW Kaybern are larger residential parcels due to McKay Creek meandering through them, which are zoned currently R-2.5 and contain detached single-family residence and associated outbuildings. The R-2.5 zoning proposed by this application is compatible with surrounding existing R-2.5 zoning to the north, south and east while still retaining the existing commercial zoned property owned by the applicant as a viable for future development of commercial services to serve North Plains residents and businesses.

The community is currently completing a Comprehensive Plan update effort which the applicant, Mike Eggiman, continues to participate in given the property he owns on Glencoe Road between NW Pacific and NW Kaybern totals 9.44 acres of land near the Glencoe Road-Hwy 26 interchange primary entrance into North Plains. This application is being submitted by the Mike Eggiman in response to this update effort that has been ongoing and is scheduled to be completed later this year. In addition to detailed inventory data for existing and projected buildable land supply, this planning effort to date is indicating a desire by the North Plains community to have larger residential lot sizes in the R-2.5 zone. In acknowledgement of this policy direction, Exhibit H included with this application is a conceptual future development plan for the subject site demonstrating how this property can be divided into lot sizes averaging 4,000+ square feet with approval of this application

There are existing sanitary and water lines in the public rights-of-way and within public utility easements located adjacent to the subject site which are available and with adequate capacity to serve future development of the subject site at the request R-2.5 zoning designation. There is an existing surface water treatment and detention facility located in the southeast corner of the subject site which was designed and constructed with adequate capacity to serve all property owned by the applicant between NW Pacific and NW Kaybern Streets, including the subject site, at its current Commercial zoning designation. This application proposes a zone change to R-2.5 for 4.67 acres of the property and the resulting future development of single family residential lots with associated setbacks and landscaping is a net reduction in the total amount of impervious surface area from future commercial development upon the subject site. Thus, the existing storm facility serving the subject site has adequate capacity to serve the zoning proposed in this application

Given the existing development pattern surrounding the subject site, the planned adoption of an updated Comprehensive Plan, and the available of services, this application is timely for approval.

*16.200.015 Review Criteria*

*B. Map Amendment*

*4. That the amendment conforms to the Transportation Planning Rule provisions under this Chapter*

*16.200.015 subsection 5.*

*16.200.015.A Subsection 5*

*5. Amendments that affect Transportation Plans. Except as provided in subsection 6 Exceptions, amendments to the Comprehensive Plan or land use regulations which significantly affect a transportation facility shall assure that allowed land uses are consistent with the function, capacity and level or service of the facility identified in the North Plains TSP. This shall be accomplished by one of the following:*

*A. Adopting measures that demonstrate that allowed land uses are consistent with the planned function of the transportation facility; or*

*B. Amending the North Plains TSP or Comprehensive Plan to provide transportation facilities, improvements, or services adequate to support the proposed land uses; such amendments shall include a funding plan to ensure the facility, improvement, or service will be provided by the end of the planning period; or*

*C. Altering land use designations, densities, or design requirements to reduce demand for automobile travel and meet travel needs through other modes of transportation; or*

*D. Amending the planned function, capacity or performance standards of the transportation facility; or*

*E. Providing other measures as a condition of development or through a development agreement or similar funding method, specifying when such measures will be provided.*

**Applicant Response:**

This application proposes a comprehensive plan map amendment from Commercial to High Density Residential and associated zone change from COMM to R-2.5. More specifically, the Comprehensive Plan Map currently designates 1.75 acres of the 4.67 acre subject site as High Density Residential (“HDR”) and the remaining 2.92 acres as Commercial. This application requests a map amendment to change the Commercial designation to High Density Residential on 2.92 acres of the subject site.

For the Comprehensive Plan Map amendment proposed in this application, the daily vehicular trips generated from allowed land uses on 2.92 acres of Commercial land is greater than the trips generated from the residential land uses allowed in the High Density Residential designation. For the concurrent zone change being requested as part of this application, the zoning is proposed to change on the entire 4.67 acre subject site from Commercial to R-2.5 and the vehicular daily trip reduction is even greater than the map amendment reduction.

Given that approval of the map amendment and zone change proposed through this application will result in a net reduction in the vehicular trips generated by future development on the subject site, there is not a significant affect upon the existing transportation facilities serving the subject site. Future development upon the site at R-2.5 zoning will be subject to review of specific trip generation and transportation facilities impacts through the land use application process at that time, including conditions if determined needed.

*16.200.020 Findings*

*Findings justifying a decision on an application shall be made in writing, and shall be provided to the applicant.*

**Applicant Response:**

This section will be satisfied through the land use application review and decision process required by North Plains Municipal Code applicable to Type IV applications in Section 16.170.

*16.200.025 Conditions*

*The granting of an approval of any land use action under Chapter 16.200 may be subject to such conditions as are reasonably necessary to protect the public health, safety or general welfare from potentially damaging effects resulting from approval of the permit, or to fulfill the public need for service demands created by approval of the request.*

**Applicant Response:**

The applicant acknowledges this section as providing the code basis under which conditions may be imposed upon land use applications by the City of North Plains. Given that this application results in a net reduction in vehicular trips generated by future development upon the subject site and, in addition,

no site development or land division is proposed through this application, conditions are anticipated to be placed upon this application. Instead, conditions are likely to be involved at the time future site development or land dividing of the subject site is proposed and reviewed by the City of North Plains.

## **CONCLUSION**

As proposed, this comprehensive plan amendment and zone change application demonstrates through a combination of the subject site's location, existing and available infrastructure serving the site, the findings in this narrative and submitted supporting information, that all applicable North Plains Municipal Code standards and criteria are met. Therefore, the property owner Mike Eggiman respectfully requests the City of North Plains approve this land use application.

## Exhibit A

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### North Plains Land Use Application Form



# City of North Plains

31360 NW Commercial St. North Plains, OR 97133  
 Ph. 503-647-5555 Fax 503-647-2031  
 Email: [info@northplains.org](mailto:info@northplains.org)

## GENERAL LAND USE APPLICATION

### Applicant General Information

Applicant Name: Mike Eggiman, North Plains Center, LLC.

Mailing Address: 22865 NW Yungen Road  
*Street*  
Hillsboro OR 97124  
*City* *State* *Apartment/Unit #*  
ZIP Code

Email Address: mike@eggiman.com Phone: (503) 523-6723

Property Owner: Mike Eggiman, North Plains Center, LLC.

Mailing Address: 22865 NW Yungen Road  
*Street*  
Hillsboro OR 97124  
*City* *State* *Apartment/Unit #*  
ZIP Code

Email Address: mike@eggiman.com Phone: (503) 523-6723

### Property Description

Address: Vacant - T.L. 2300 Between Kaybern & Pacific  
*Street*  
North Plains OR  
*City* *State* *Apartment/Unit #*  
ZIP Code

Tax Lot ID: IN-3-IDD T.L. 2300 Existing Zoning: COMM

Property Area: 4.67 Ac. Existing Land Use: Vacant

General Development Description: Comprehensive Plan Map Amendment from Commercial to High Density Residential and zone change from COMM to R-2.5

### Fees

Land Use Process	Fee	Land Use Process	Fee
<input type="checkbox"/> Annexation	\$10,000 deposit*	<input type="checkbox"/> Non-Conforming Use	\$265
<input type="checkbox"/> Appeal	\$315	<input type="checkbox"/> Subdivision	\$2,880
<input type="checkbox"/> Comp Plan Amendment, Text	\$8,000	<input type="checkbox"/> Manu Home Park	\$4,000
<input checked="" type="checkbox"/> Comp Plan Amendment, Map	\$5,000	<input type="checkbox"/> Modification – Minor	\$150
<input type="checkbox"/> Conditional Use, Residential	\$395	<input type="checkbox"/> Modification – Major	\$2,125
<input type="checkbox"/> Conditional Use, Ind. & Comm.	\$745	<input type="checkbox"/> SNR Permit	\$1,640
<input type="checkbox"/> Design Review Type II	\$185	<input type="checkbox"/> Similar Use	\$615
<input type="checkbox"/> Design Review Type III	\$890	<input type="checkbox"/> Street Vacation	\$1,675
<input type="checkbox"/> Floodplain Permit	\$1,925	<input type="checkbox"/> UGB Expansion	\$28,000
<input type="checkbox"/> Partition, with street dedication	\$640	<input type="checkbox"/> Variance, Administrative	\$145
<input type="checkbox"/> Partition, no street dedication	\$400	<input type="checkbox"/> Variance, PC Hearing	\$1,115
<input type="checkbox"/> Lot Line Adjustment	\$275	<input type="checkbox"/> Zoning Code Amendment	\$2,825
<input type="checkbox"/> Other:			

\* plus \$9,000 election deposit

**Information to Include with Your Application**

- Narrative describing the Development Proposal and addressing the Decision Criteria. *All applications will be reviewed based on the criteria of North Plains Zoning Ordinance.* Ask Staff for the applicable chapters to address in your narrative.
- Application and fee
- Plans drawn to scale showing:
  - All property boundaries in which development is occurring
  - All adjacent roads (with names and dimensions)
  - Location and dimensions of all existing and proposed access ways/driveways
  - Location, number, dimensions, setbacks, and types of existing and proposed utilities, including water, sewer, storm water, electric, gas, phone, and cable
  - Location, size (area), and setbacks of all existing and proposed fire hydrants
  - Location, size (area), and setbacks of all existing and proposed buildings and structures
  - Location, size (area), and layout of existing and proposed landscaping
  - Location, number and dimensions of existing and proposed parking areas, including handicapped spaces
  - Location, number and dimensions of existing and proposed loading areas
  - Location, number, dimensions, and types of existing and proposed lighting
  - Location, number, dimensions, setbacks, and types of existing and proposed fencing and or/screening
  - Location, number, dimensions, setbacks, and types of existing and proposed mechanical equipment, such as rooftop equipment and transformer boxes. Show any screening of proposed equipment.
  - Pedestrian circulation
  - Outdoor seating areas
  - Flood plains
  - Water courses
  - Significant vegetation
  - Easements
- If required, mailing labels for all property owners and residents within 250 feet of the subject property or properties. A list of property owners/site addresses may be obtained from a title insurance company. Please ask staff if mailing labels are required for your application.
- If required, a traffic study shall be submitted. Please ask staff if a traffic study is required.

After initial review, the City may require additional information.

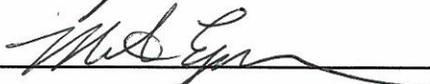
**Additional Information**

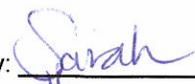
In order to expedite and complete the processing of this application, the City of North Plains requires that all pertinent material required for review of this application be submitted at the time application is made. If the application is found to be incomplete, review and processing of the application will not begin until the application is made complete.

I certify that the statements made in this application are complete and true to the best of my knowledge. I understand that any false statements may result in denial of this application.

I understand that there may be additional costs of processing this application including, but not limited to, planning, engineering, city attorney and administration. The City will notify the applicant if there will be additional costs.

Date: 3/10/2015 Signature of Applicant: 

Date: 3/10/2015 Signature of Property Owner: 

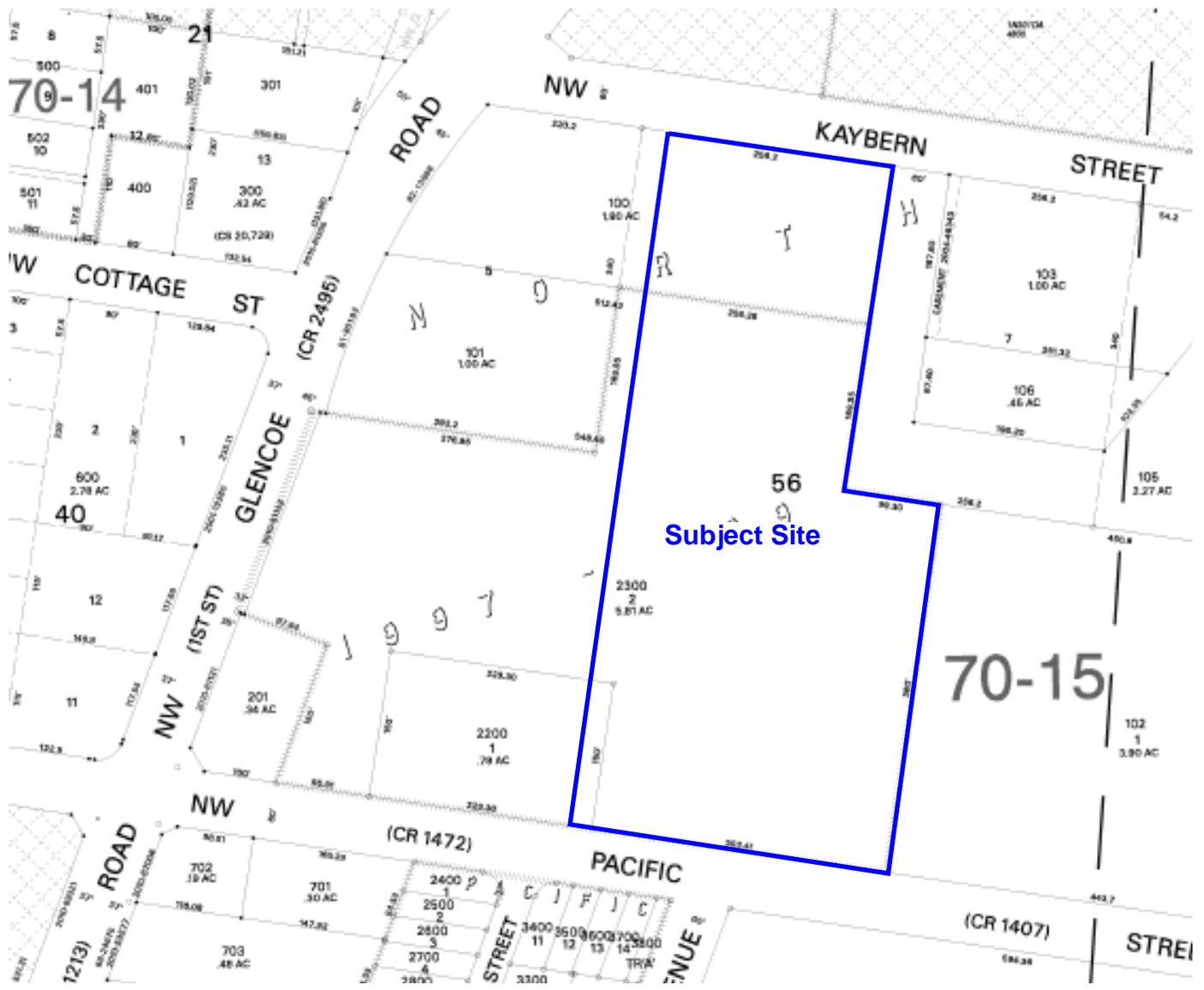
<b>FOR OFFICE USE</b>			
Received by: <u></u>		Date: <u>3/12/15</u>	
Fee paid: <u>\$5,000</u>	Receipt No. <u>076752</u>	Application No. _____	

## Exhibit B

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### Tax Assessor Map

# Exhibit B



Tax Assessor Map

## Exhibit C

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### Site Aerial Photograph

## Exhibit C



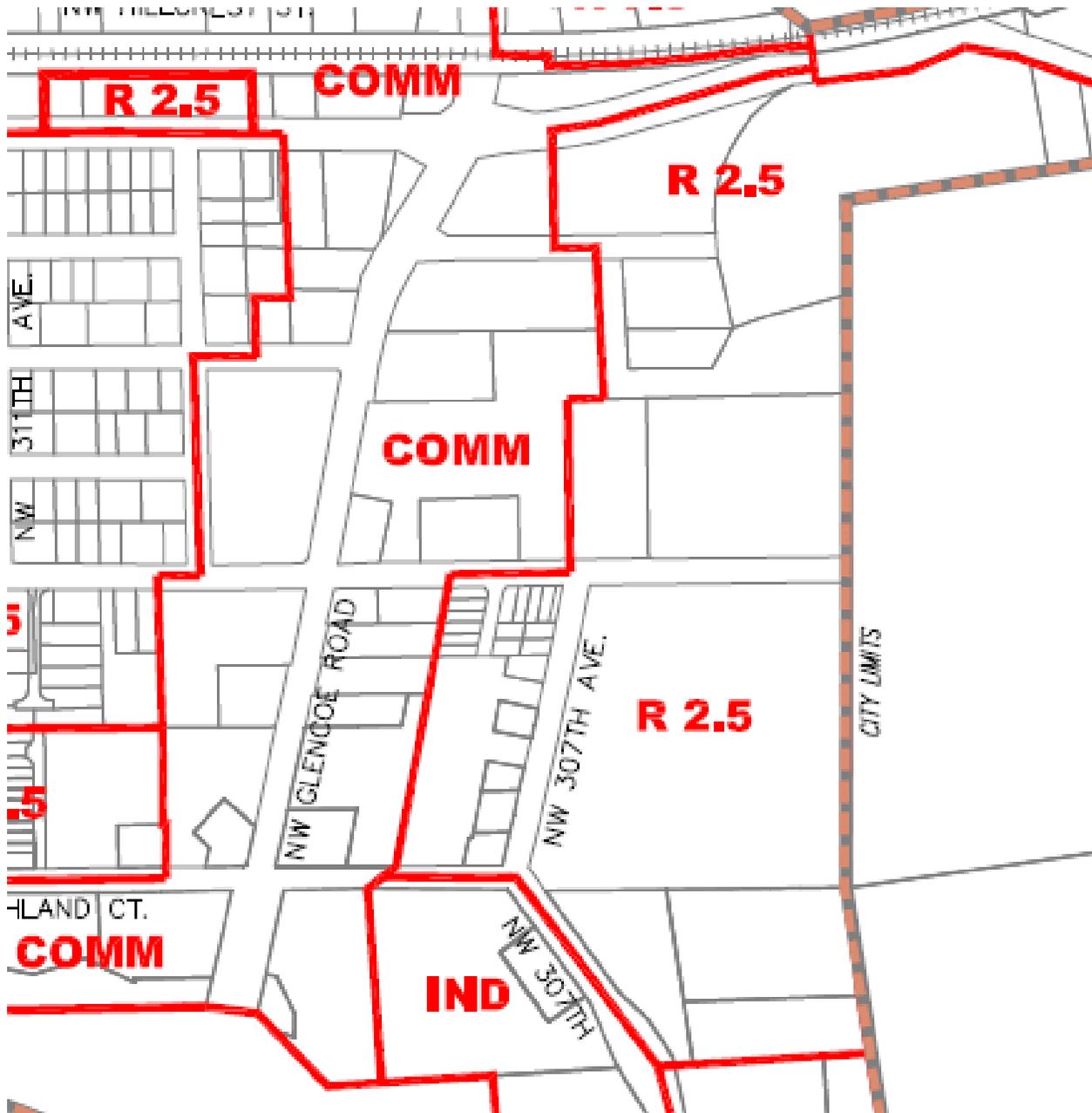
Site Aerial Photo

## Exhibit D

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### North Plains Comprehensive Plan Map

# Exhibit D



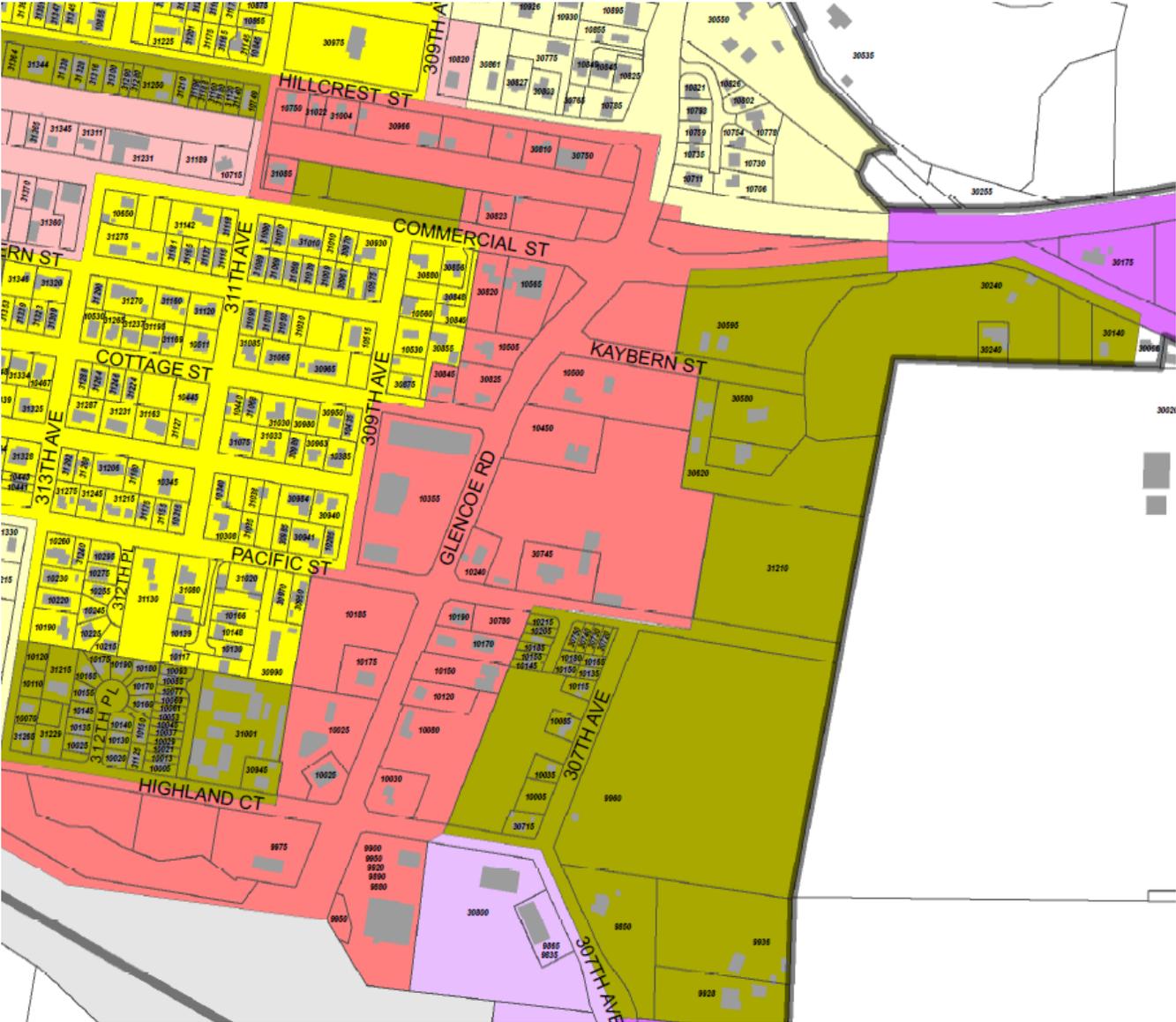
North Plains Comprehensive Plan Map

## Exhibit E

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### North Plains Zoning Map

# Exhibit E



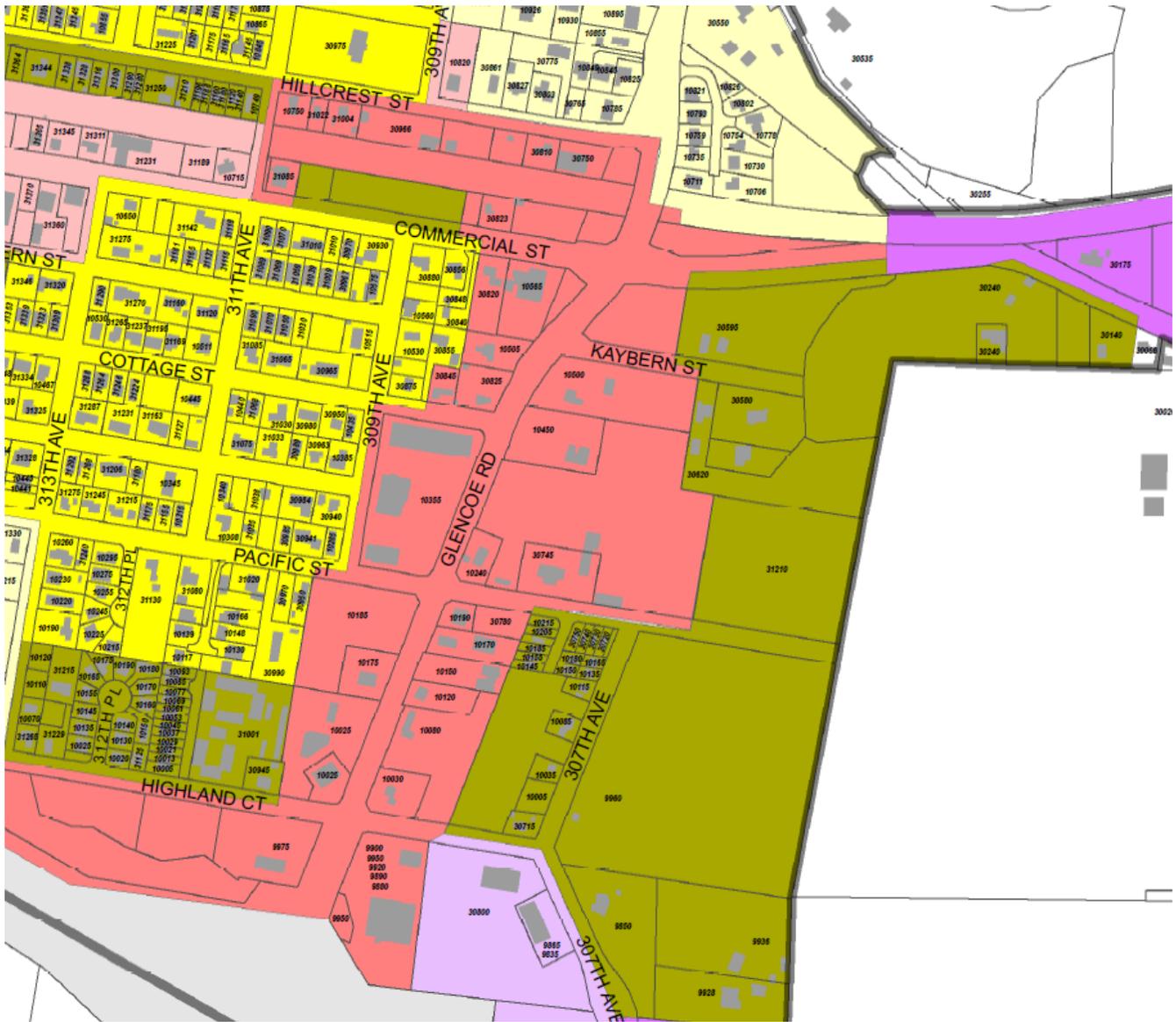
North Plains Zoning Map

# Exhibit F

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## Proposed Zoning Plan

# Exhibit F



## Proposed Zoning Map

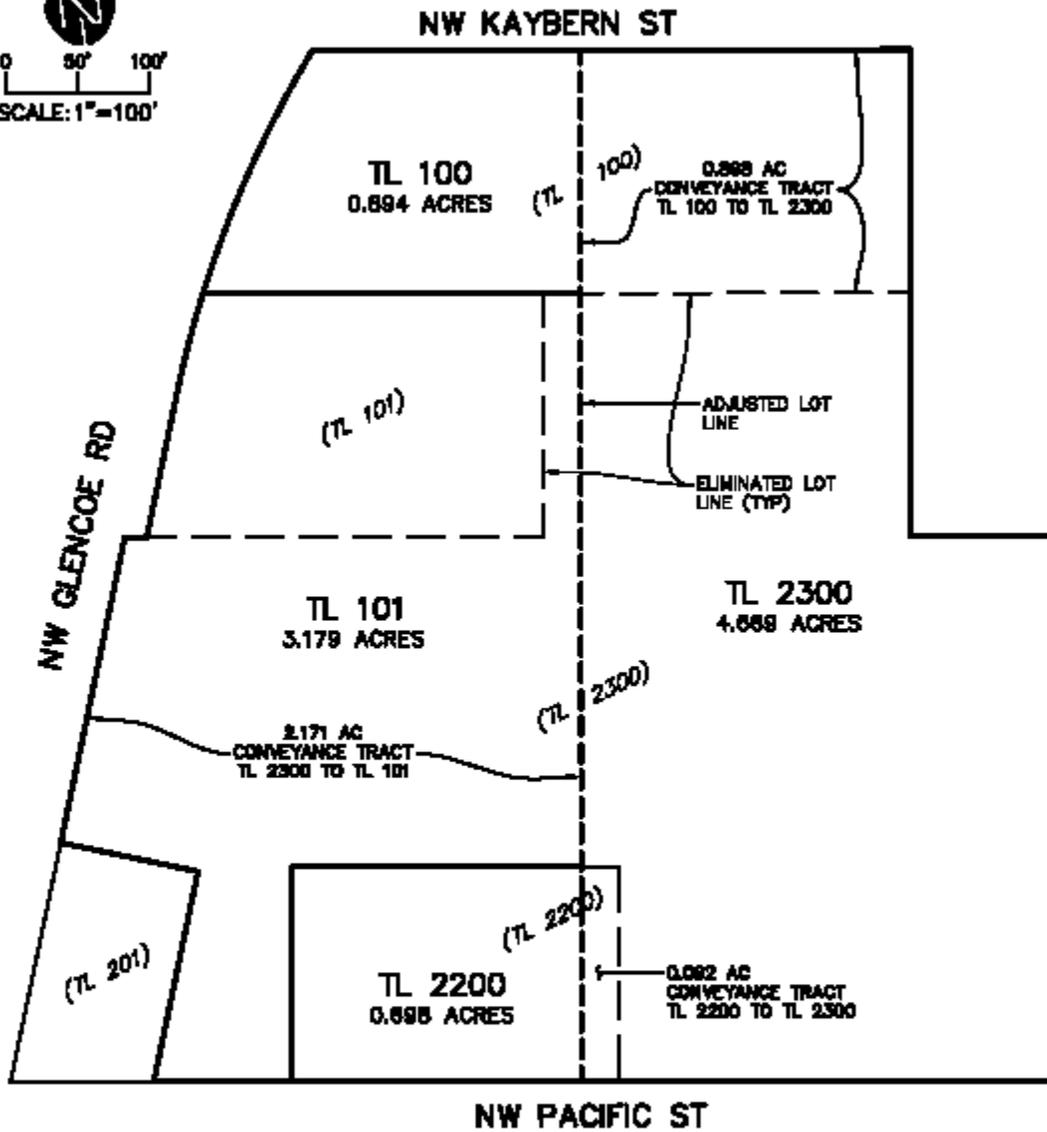
## Exhibit G

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### Approved Property Line Adjustment



0 50' 100'  
SCALE: 1"=100'



Drawing Name: J:\2527-001.15\Setup\P119-080 NP Center\Work in Progress\P119-080 PLA Exhibit.dwg    Mr DE, 2015 - 2:07pm - pro

**EXHIBIT B**  
**PAGE 1 OF 1**

LOCATED IN THE SE 1/4 OF SECTION 1  
TOWNSHIP 1 NORTH, RANGE 3 WEST, W.M.  
WASHINGTON COUNTY, OREGON

DATE	2/4/2015
DRAWN BY	MJS
CHECKED BY	GRA
REVISION	0
JOB NO.	P119-080

**WESTLAKE**  
CONSULTANTS INC.

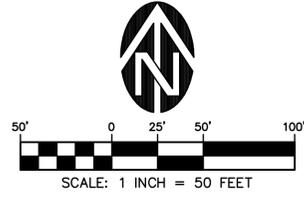
ENGINEERING • SURVEYING • PLANNING

PACIFIC CORPORATE CENTER  
18116 N.W. INDUSTRIAL PARKWAY, SUITE 100    (503) 884-0888  
WALTON, OREGON 97146    FAX (503) 884-0169

## Exhibit H

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### Conceptual Future Subdivision Plan



PROPOSED ZONE =  
R-2.5

AVERAGE LOT SIZE =  
4,000 SF.

Drawing Name: \\2527-001\15\Engin\CAD\Draw\Exhibits\2527001-Exhibits.dwg Feb 13, 2015 - 8:50am - sra



**WESTLAKE**  
CONSULTANTS INC.

ENGINEERING ♦ SURVEYING ♦ PLANNING

PACIFIC CORPORATE CENTER  
15115 S.W. SEQUOIA PARKWAY, SUITE 150 TIGARD, OREGON 97224  
(503) 684-0652  
FAX (503) 624-0157

# PRELIMINARY LOT LAYOUT

NW PACIFIC ST & NW GLENCOE RD

SE 1/4, SEC. 1, T1N, R3W, W.M.  
WASHINGTON COUNTY, OREGON

THESE DRAWINGS ARE THE PROPERTY OF WESTLAKE CONSULTANTS INC. (WCI) AND ARE NOT TO BE REPRODUCED IN ANY MANNER EXCEPT WITH THE WRITTEN PERMISSION OF WCI

NO.	DATE	DESCRIPTION	DRAFT BY:	CHECK BY:

REVISIONS

SHEET  
**1** OF **1**

JOB NO.  
**2527-001**

## Exhibit I

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### February 18, 2015 Meeting Sign-In Sheet

Trista Papen

10125 NW Curtis St.  
North Plains, OR 97133

Henry Schulte

7000 SW Hampton St  
Portland, OR 97225

RICK TROUTMAN 3059S  
NW KAYBERN

MUSE EGGIMAN

22865 NW YUNAKW RD  
HILLSBORO OR 97124

TERRY WISOW

9360 SW ADORAMA PL  
PORTLAND, OR 97225

Mark Hamburg

30620 NW Kaybern St  
P.O. Box 746  
North Plains, OR 97133

April 8, 2015

Ms. Martha DeBry  
City Manager  
City of North Plains, Oregon

RE: Eggiman Comprehensive Plan Map and Zone Change Application  
WCI Reference No. 2527-001

Dear Martha,

This letter and enclosed materials are submitted in reply to the April 3, 2015 completeness letter we received requesting additional information in order to deem Mike Eggiman's Comprehensive Plan Map and Zone Change land use application complete. Each of the requested items is addressed as follows:

**Exhibit F – Proposed Zoning Plan**

Revised to reflect the proposed zone change on the subject site.

**Exhibit D – Comprehensive Plan Map Designations**

In addition to the submitted Exhibit D which depicts existing designations on the subject site, Exhibit J is submitted to depict the proposed Comprehensive Plan Map designations.

**Written Narrative – Section 15.02.070**

As requested, enclosed is an updated applicant response to Section 15.02.070, including OAR 660-09 based upon the detailed review of the North Plains City Economic Opportunities Analysis and Assessment.

Please review the above supplemental materials and feel free to contact us with any questions at 503-684-0652. With submittal of these materials, it is our understanding this application is complete and will be scheduled for the North Plains Planning Commission meeting next month on Wednesday, May 13, 2015. Thank you for your time and assistance.

Sincerely,

**Westlake Consultants, Inc.**

Ken Sandblast, AICP

CC: Mr. Mike Eggiman, Property Owner and Applicant *via email*  
Ms. Heather Austin, 3J Consulting *via email*

## Section 15.02.070 - Applicant Response

15.02.070 Economics

15.02.074 Statewide Planning Goal

15.02.075 City Objectives and Policies

### **Applicant Response:**

The majority of the policies in this section are being satisfied by the City of North Plains through its ongoing land use planning and economic development efforts. The applicant, Mike Eggiman, is the longtime owner of the subject site and an adjacent additional 4.77 acres of commercially zoned land. Over the course of time, Mike has worked with commercial developers and coordinated his efforts with City staff as he has worked to develop commercial uses serving North Plains and providing employment opportunities for residents. In satisfaction of the Policy 5, Mike and the City worked jointly to site, design and construct the surface water treatment and detention facility infrastructure constructed as part of the Glencoe Road improvements, the primary entry and commercial service district within North Plains.

After a thorough review of the North Plains Economic Opportunities Analysis and Long-Term Urban Land Needs Assessment July 2009 (“EOAA”), as well as a review of pending policies in Section 15.02.070 through the ongoing Envision North Plains Future citywide planning effort, the applicant notes the following qualitative site requirements from the EOAA for commercial retail development pattern types that are applicable to this proposed Comprehensive Plan Map Amendment and Zone Change from Commercial to R-2.5:

- *Commercial lands are free from environmental constraints such as slopes, floodplains*  
The subject site has areas of slopes in excess of 15% slope and an overall average of close to 10%. There is also an area of the site lying within the floodplain in the southeast corner. Both of these are environmental constraints for commercial lands.
- *High visibility from major arterials*  
The subject site is area that is topographically separated from Glencoe Road, a major arterials. There is not high visibility of the subject site from a major arterial.
- *Site size for Retail Trade Type of Commercial Retail “Neighborhood Shopping Centers” is 3-10 acre*  
The subject site is owned by the applicant Mike Eggiman as is the 4.5 acres of land adjacent to the west and fronting on Glencoe Road and this will remain designated and zoned Commercial. In satisfaction of this factor, approval of this application retains total acreage of between 3-10 acres available for neighborhood shopping center commercial retail.

Thus, approval of this application satisfies all three of the above site requirements by removing commercially designated land that has poor visibility from a major arterial and is environmentally constraint while at the same time retaining 4.7 acres of the applicant’s property for a future neighborhood shopping center type commercial development.

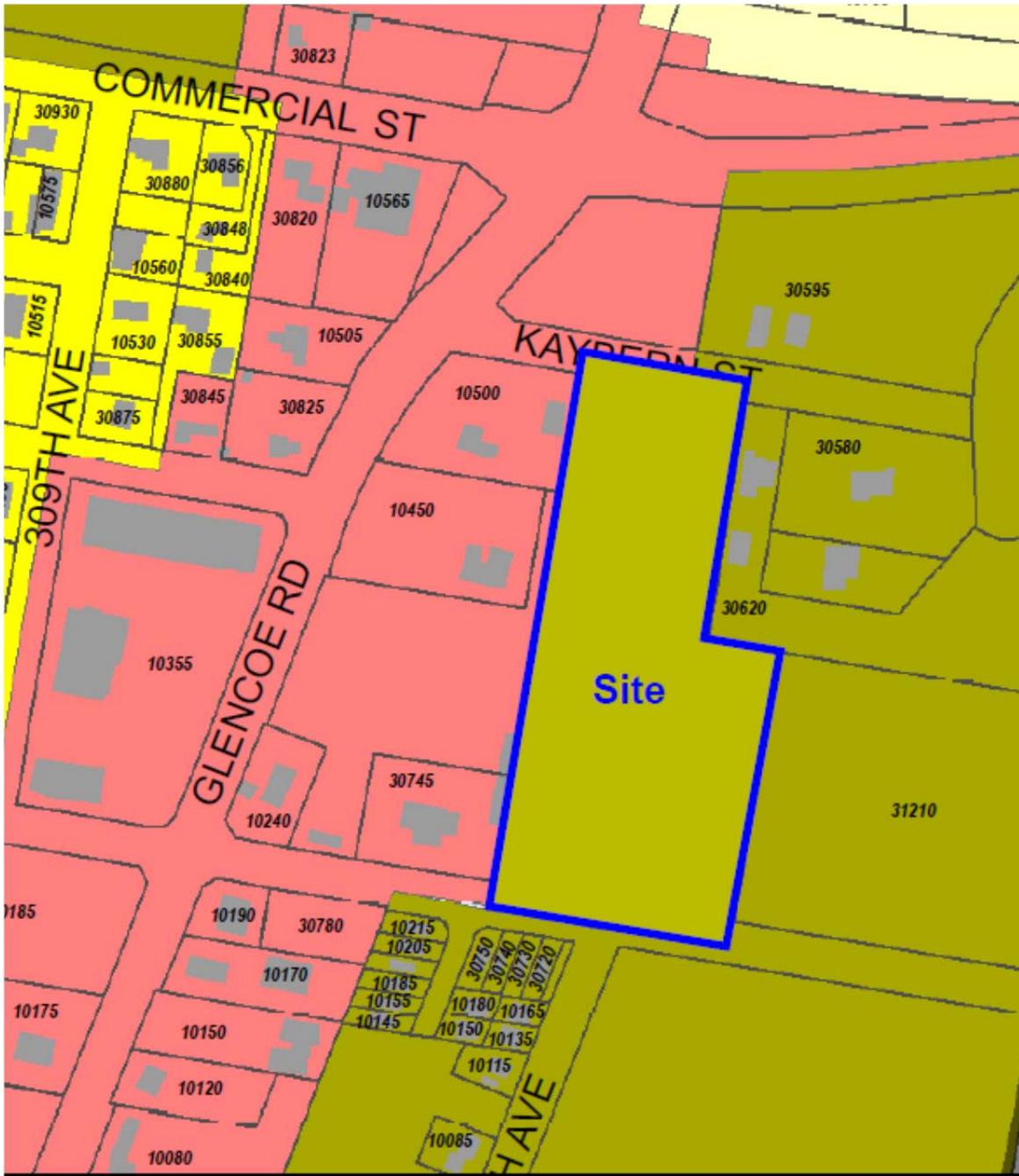
To demonstrate applicability of the above site requirement to the subject site:

Exhibit K is a two-page exhibit with existing site topography and a cross-section of slopes through both the subject site and the adjacent property to the west also owned by

Mike Eggiman and is Commercial designation and zoning.

Exhibit L is two-pages of photographic examples and information about existing commercial development in nearby communities, as well as a future development conceptual streetscape for the 4.7 acres of property adjacent to the subject site that is also owned by Mike Eggiman and is Commercial designation and zoning.

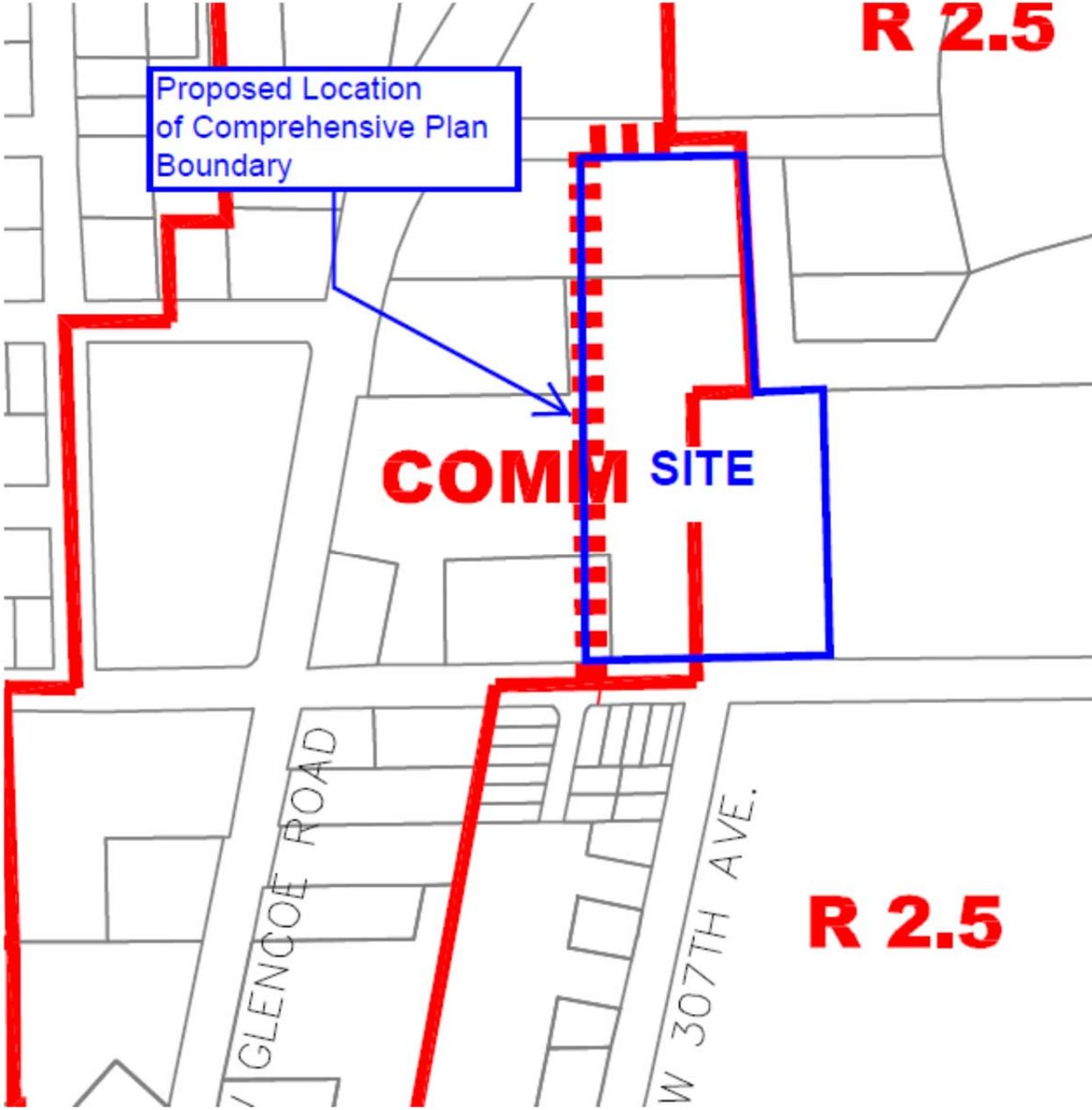
# Exhibit F



## Proposed Zoning Map

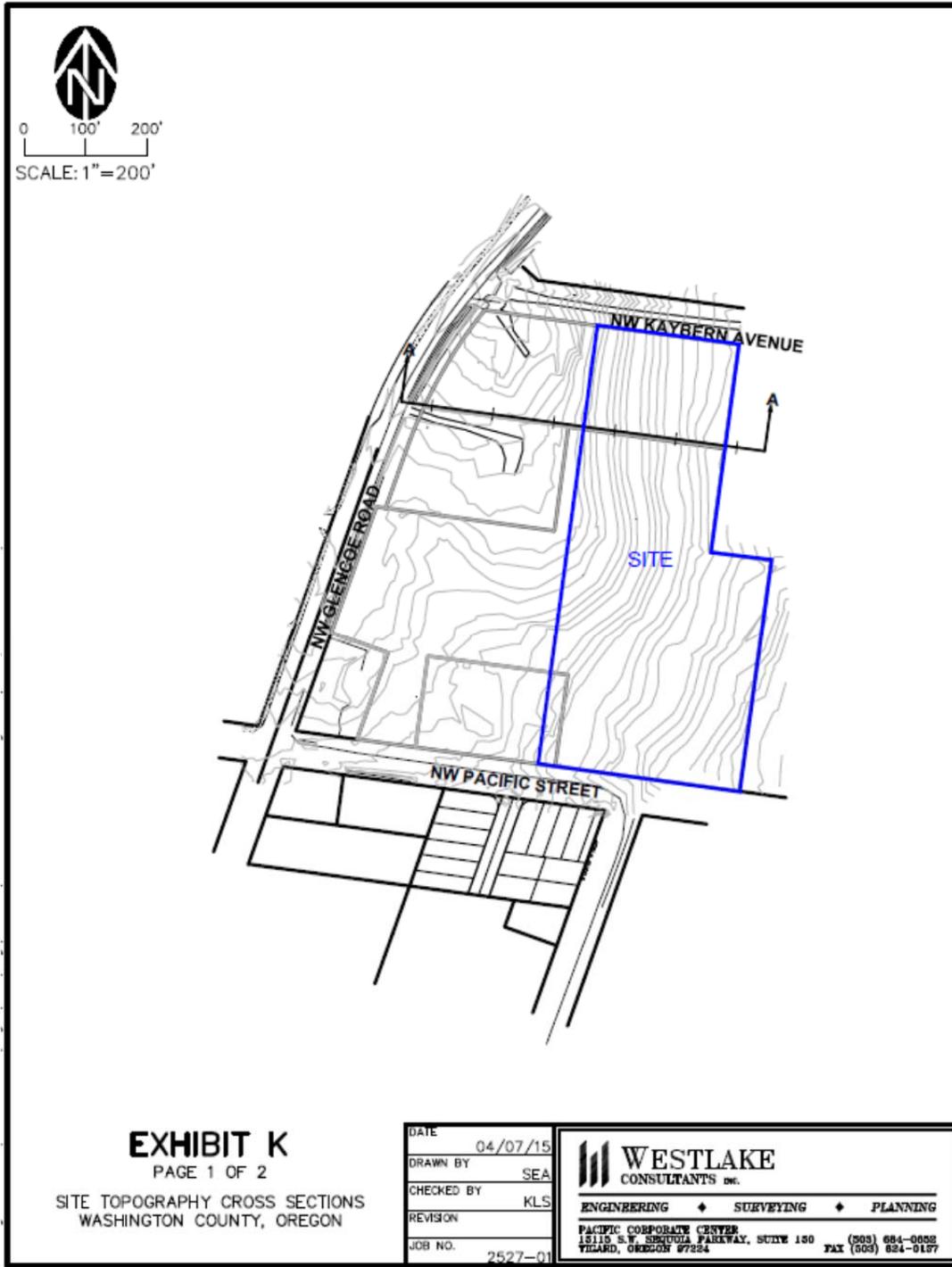
# Exhibit J

## Proposed Comprehensive Plan Map



# Exhibit K

## Existing Site Topography – Cross Section



### EXHIBIT K

PAGE 1 OF 2

SITE TOPOGRAPHY CROSS SECTIONS  
WASHINGTON COUNTY, OREGON

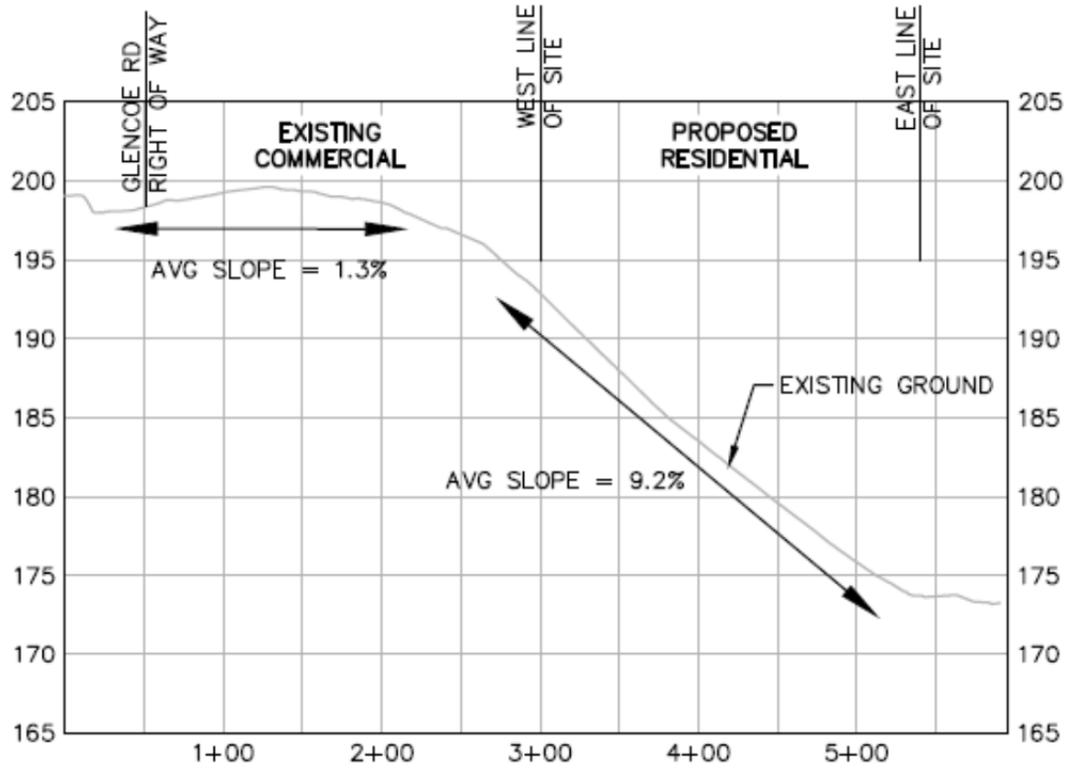
DATE	04/07/15
DRAWN BY	SEA
CHECKED BY	KLS
REVISION	
JOB NO.	2527-01

**WESTLAKE**  
CONSULTANTS INC.

ENGINEERING ♦ SURVEYING ♦ PLANNING

PACIFIC CORPORATE CENTER  
15115 S.W. SEQUOIA PARKWAY, SUITE 100 (503) 684-0552  
TILLAMOOK, OREGON 97124 FAX (503) 824-9187

# Exhibit K



## EXHIBIT K

PAGE 2 OF 2

SITE TOPOGRAPHY CROSS SECTIONS  
WASHINGTON COUNTY, OREGON

DATE	04/07/15
DRAWN BY	SEA
CHECKED BY	KLS
REVISION	
JOB NO.	2527-01

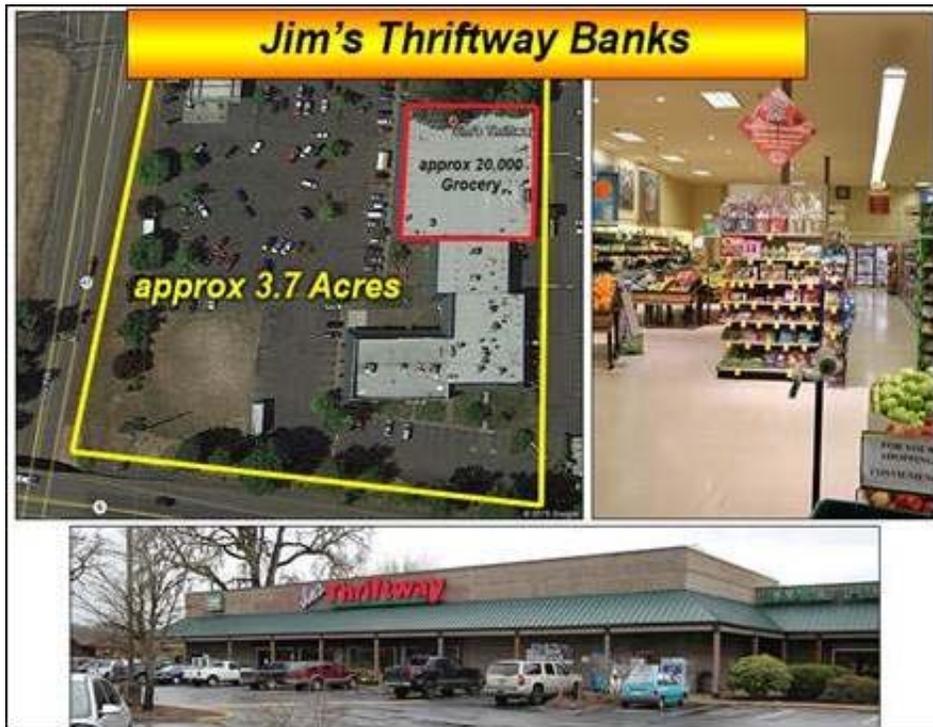
**WESTLAKE**  
CONSULTANTS INC.

ENGINEERING ♦ SURVEYING ♦ PLANNING

PACIFIC CORPORATE CENTER  
13115 S.W. SHENOMA PARKWAY, SUITE 150 (503) 684-0652  
TIGARD, OREGON 97224 FAX (503) 624-0137

# Exhibit L

## Similar Commercial Property Information



Jim's Thriftway in Banks 20,000 s.f. Bldg. on 3.7 Acres



Hanks's Thriftway in Hillsboro - 40,000 s.f. Bldg. on 3.8 Acres

**4.7 Acre Eggiman Commercial Property**  
(Adjacent to West of Site)

**CURRENT VIEW**

Looking at SW Corner of Property From Corner of Glencoe Rd and Pacific



**CONCEPTUAL FUTURE VIEW**

Subject: Eggiman Zone Change  
From: Heather Austin, AICP, Consulting Land Use Planner

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City Staff Report  
May 6, 2015

City File: #15-002

Application Purpose: An application for approval of a comprehensive plan map and zone change

Public Hearing Date: May 13, 2015

Applicant: **Mike Eggiman**  
North Plains Center, LLC  
22865 NW Yungen Road  
Hillsboro, OR 97124

Applicant's Representative: **Westlake Consultants, Inc.**  
15115 SW Sequoia Parkway, Suite 150  
Tigard, OR 97224  
Contact: Ken Sandblast, AICP

Site Location: Eastside of Glencoe Road between NW Kaybern St. and NW Pacific St.

TaxLot: 1N31DD002300

Size: 4.67 acres

City Land Use Classification: COMM (Commercial)

Application Deemed Complete: April 9, 2015  
120-Day Deadline: August 7, 2015

#### EXHIBITS

1. Applicant's application packet, dated March 11, 2015 and April 8, 2015

#### REQUEST

The applicant requests approval of the following:

- Comprehensive Plan Map Amendment
- Zoning Code Map Amendment

This request is subject to a Type IV process for quasi-judicial review by the Planning Commission. The proposal includes a comprehensive plan map amendment from Commercial to High-Density Residential and a zoning code map amendment from COMM to R-2.5.

#### SUMMARY CONCLUSIONS

This report includes findings regarding each applicable Comprehensive Plan and Zoning Code criterion. The proposal is generally consistent with the Comprehensive Plan and Zoning Code criteria for a Comprehensive Plan Map Amendment and a Zoning Code Map Amendment.

#### SITE DESCRIPTION

The property is located on the eastside of Glencoe Road between NW Kaybern Street and NW Pacific Street. The project site is 4.67 acres and is identified as Tax Lot 2300 on Map 1N31DD. The site is located within the City of North Plains and is zoned COMM for commercial development. A lot line adjustment was approved in July 2014 reconfiguring the lot lines of all properties owned by Mike Eggiman, the applicant for this zone change, and creating a single parcel that is the subject of this application.

The site is currently vacant of buildings but contains a stormwater pond treatment and detention facility located in the southeast corner of the site adjacent to the NW Pacific Street right-of-way. The stormwater facility was constructed as part of the Glencoe Road interchange improvements and is sized as a regional facility to include all runoff from future development of the subject site.

#### Compliance with City of North Plains Municipal Code

#### **16.200 COMPREHENSIVE PLAN & ZONING AMENDMENTS**

## 16.200.015 Review Criteria

### B. Map Amendment

An amendment to the Comprehensive Plan Map or Official Zoning Map may be authorized, provided that the proposal satisfies all applicable requirements of this Ordinance, and provided that the applicant demonstrates the following:

1. That the proposed amendment is consistent with the goals and policies of the Comprehensive Plan;

***Finding:*** *The applicable goals and policies of the comprehensive plan are found in the following sections:*

- 15.02.010- Citizen Involvement
- 15.02.020- Land Use Planning
- 15.02.070- Economics
- 15.02.080- Housing
- 15.02.050- Areas Subject to Natural Disasters and Hazards
- 15.02.090- Public Facilities and Services
- 15.02.100- Schools Policy

*Each of the applicable comprehensive plan sections are addressed below.*

#### 15.02.010 Citizen Involvement

##### 15.02.014 Statewide Planning Goal 1

To develop a Citizen Involvement Program that insures the opportunity for citizens to be involved in all phases of the planning process.

***Finding:*** *The City of North Plains has designated the Planning Commission as the Committee for Citizen Involvement. The City will conduct two public hearings for this amendment application; the first before the Planning Commission, who will then make a recommendation to the City Council for the second hearing before the City Council. The proposed application does not impact the City's compliance with Goal 1.*

#### 15.02.020 Land Use Planning

To insure an adequate supply of land for residential, commercial and industrial development purposes as well as land for uses related that provide for a complete community such as open space, institutional, public/private facility, community service, historic uses, the following categories have been developed for use in the comprehensive plan map, which will provide the basis for the City's zoning map. These categories are defined as follows:\*\*\*

**Residential:** The City's goal is to achieve a mix of low density (40%), medium density (40%), and high density (20%) residential use providing an average density of 8.4 units per acre.\*\*\*

**Commercial:** Encourages development of commercial uses supportive of the surrounding community. Placement of the commercial uses should encourage pedestrian and bicycle access to these areas.

***Finding:*** *On the subject site, the adopted Comprehensive Plan currently designates 1.75 acres of the 4.67 acres as High Density Residential (HDR) and the remaining 2.92 acres as*

*Commercial. The proposal requests a map amendment to designate the 2.92 Commercial acres as High Density Residential, allowing the entire parcel to be designated as one land use designation.*

*The current North Plains Zoning Map has the entire subject site zoned Commercial (“COMM”), which for the 1.75 acres designated HDR in the Comprehensive Plan Map is an inconsistent zoning district. Thus, concurrent with the proposed comprehensive plan map amendment, this application requests a zoning code map amendment for the entire subject site to R-2.5 for consistency with existing and proposed HDR Comprehensive Plan designation.*

*The North Plains buildable land inventory has been reviewed and compiled into draft form through the City’s ongoing Comprehensive Plan update effort. Based upon a review of this information, the proposed Comprehensive Plan change of 2.92 acres from commercial to high density residential will not have a significant impact on the overall supply of either commercial or high-density residential land within the City.*

*At the policy level, the Plan update effort is indicating a desire by the North Plains community to have larger residential lot sizes in the R-2.5 zone. Exhibit H included with the application is a conceptual future development plan for the subject site demonstrating how this property can be divided into lot sizes averaging 4,000+ square feet with approval of this application, consistent with the Community’s vision for the R-2.5 zone.*

*The proposal has demonstrated compliance with this section.*

**15.02.070 Economics**

**15.02.074 Statewide Planning Goal 9**

**To diversify and improve the economy of the state.**

**15.02.075 City Objectives and policies**

**1. Objective: To increase local job opportunities.**

**2. Objective: Diverse businesses and industries should be encouraged to locate in North Plains.**

**Finding:** *The applicant’s submitted narrative states,*

*After a thorough review of the North Plains Economic Opportunities Analysis and Long Term Urban Land Needs Assessment July 2009 (“EOAA”), as well as a review of pending policies in Section 15.02.070 through the ongoing Envision North Plains Future citywide planning effort, the applicant notes the following qualitative site requirements from the EOAA for commercial retail development pattern types that are applicable to this proposed Comprehensive Plan Map Amendment and Zone Change from Commercial to R-2.5:*

*□ Commercial lands are free from environmental constraints such as slopes, floodplains*

*The subject site has areas of slopes in excess of 15% slope and an overall average of close to 10%. There is also an area of the site lying within the floodplain in the southeast corner. Both of these are environmental constraints for commercial lands.*

*□ High visibility from major arterials*

*The subject site is area that is topographically separated from Glencoe Road, a major arterial. There is not high visibility of the subject site from a major arterial.*

▫ *Site size for Retail Trade Type of Commercial Retail “Neighborhood Shopping Centers” is 3-10 acre*

*The subject site is owned by the applicant Mike Eggiman as is the 4.5 acres of land adjacent to the west and fronting on Glencoe Road and this will remain designated and zoned Commercial. In satisfaction of this factor, approval of this application retains total acreage of between 3-10 acres available for neighborhood shopping center commercial retail.*

*Thus, approval of this application satisfies all three of the above site requirements by removing commercially designated land that has poor visibility from a major arterial and is environmentally constraint while at the same time retaining 4.7 acres of the applicant’s property for a future neighborhood shopping center type commercial development.*

*The applicant has demonstrated that the subject site is not an ideal commercial property due to slope, floodplain and visibility, all factors identified in the City’s Economic Opportunities Analysis (EOA). In addition, the applicant has identified that the pieces of property under the same ownership that do meet the EOA criteria for a commercial site will be retained in commercial zoning. The portion of the property along Glencoe Road and less steeply sloped with no floodplain and greater than 3 acres in size will remain in commercial zoning. Any development on the remaining commercial portion of this site will retain the potential to serve existing residents of North Plains, as well as the future residents of the area proposed for the zone change to R-2.5 zoning. The proposed amendment is consistent with this section.*

#### **15.02.080 Housing**

#### **15.02.084 Statewide Planning Goal 10**

**To provide for the housing needs of citizens of the state.**

#### **15.02.085 City Objectives and Policies**

- 1. Objective: Future residential development should provide a variety of housing choices for North Plains’ citizens in a manner that is consistent with the City’s livability objectives.**
- 2. OBJECTIVE: To cooperate with the Federal, State and regional agencies to help provide for housing rehabilitation assistance to residents.**
- 3. OBJECTIVE: To evaluate proposals for new housing in terms of the impact of additional numbers of people on the natural environment, community services, utility support systems, and projected housing space needs.**

**Finding:** *The proposal is to amend the Comprehensive Plan Map and Zoning Code Map from commercial to high density residential (R-2.5 for zoning). The applicant has been notified of the City’s current zoning code amendment changing the minimum lot size in the R-2.5 zone from 2,500 square feet to 4,000 square feet and has submitted a conceptual subdivision layout reflecting this lot size. The increase in R-2.5 zoning proposed by this amendment is consistent with the Housing standard of the Comprehensive Plan.*

#### **15.02.050 Areas Subject to Natural Disasters and Hazards**

**Steep slopes pose no significant hazard to development within the City of North Plains. However, there is a potential threat to life and property due to the following:**

15.02.051 Flooding  
15.02.042 Soil Limitations

**Finding:** *The area of the property developed with the surface stormwater treatment and detention facility is located below the FEMA floodplain elevation of 168 ft. and, therefore, is within the designated floodplain. However, because this area is already a stormwater facility, future development within the floodplain will not be possible. No soil limitations have been identified on this site. The proposal is in compliance with this section.*

15.02.090 Public Facilities and Services

The City of North Plains adopted the “Water System Master Plan”, April 1980, and the “Sanitary Sewer Collection System”, January, 1978. More recently, the City adopted an updated Water Master Plan on September 23, 1999. The two documents are the specific development and policy documents for the provision of water and sanitary sewer.

15.02.094 Statewide Planning Goal 11

To plan and develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban development consistent with the City’s livability objectives.

**Finding:** *There are existing sanitary and water lines in the public right-of-way and public utility easements adjacent to the subject site. There is an existing surface stormwater treatment and detention facility located in the southeast corner of the subject site that is sized to include all development on this property. Services exist or can be constructed to support development of this site in a timely, orderly and efficient manner. The proposal meets the requirements of this section.*

15.02.100 Schools Policy

- (1) The City shall coordinate with the Hillsboro School District to project all school land needs and to determine the location of future school sites.
- (2) The City will determine if park lands shall adjoin school lands.
- (3) The City will assure that school lands are accessible to all neighborhoods via efficient and safe linkages. The City defines efficient and safe linkages for school children as those linkages, such as pathways and sidewalks, which are designed for pedestrian and bicycle riding opportunities for school children, to enable them to make their way to and from school in a safe manner with a minimal amount of traffic conflicts.
- (4) The City shall encourage the Hillsboro School District to establish and maintain all school facilities within the City and UGB and to site new schools only in a manner that is consistent with the City’s livability objectives.

**Finding:** *The City notifies the Hillsboro School District of all land use applications. The Hillsboro School District has not identified this site as a potential school site. Adequate pedestrian and bicycle connections to this residential development will be conditioned at time of land use review for the subdivision. The proposed map amendment is consistent with the Schools Policy of the Comprehensive Plan.*

2. The purpose statement of the proposed zone can be met and the uses permitted in the proposed zone can be accommodated on the proposed site without exceeding its physical capacity. Allowed uses in the proposed zone can

be established in compliance with the development requirements of the Code;

**Finding:** *Permitted uses in the R-2.5 zone include single-family detached, single-family attached, duplexes, triplexes, townhomes and multi-family dwellings. Exhibit H is a conceptual future subdivision plan for the subject site. The submitted concept plan demonstrates that single-family dwellings, a permitted use in the proposed zone, can be established in compliance with applicable development requirements for subdividing land in the R-2.5 zone.*

3. That the proposed amendment is timely, considering the pattern of development in the area, surrounding land uses, any changes which may have occurred in the neighborhood or community to warrant the proposed amendment, and the availability of utilities and services to serve the proposed uses or other potential uses in the proposed zoning district; and

**Finding:** *The subject site is adjacent to High Density Residential zoning to the north, south and west and to Commercial zoning to the east (along Glencoe Road). The proposed pattern of development with commercial along Glencoe Road and residential set behind the commercial development is consistent with development in the area, surrounding land uses, changes (R-2.5 development) that have recently occurred in the neighborhood and community and available utilities and services. This proposal is timely and appropriate for this site.*

4. That the amendment conforms to the Transportation Planning Rule provisions under this Chapter 16.200.015 subsection 5.

**16.200.015.A Subsection 5**

5. Amendments that affect Transportation Plans. Except as provided in subsection 6 Exceptions, amendments to the Comprehensive Plan or land use regulations which significantly affect a transportation facility shall assure that allowed land uses are consistent with the function, capacity and level or service of the facility identified in the North Plains TSP. This shall be accomplished by one of the following:

A. Adopting measures that demonstrate that allowed land uses are consistent with the planned function of the transportation facility; or

B. Amending the North Plains TSP or Comprehensive Plan to provide transportation facilities, improvements, or services adequate to support the proposed land uses; such amendments shall include a funding plan to ensure the facility, improvement, or service will be provided by the end of the planning period; or

C. Altering land use designations, densities, or design requirements to reduce demand for automobile travel and meet travel needs through other modes of transportation; or

D. Amending the planned function, capacity or performance standards of the transportation facility; or

E. Providing other measures as a condition of development or through a development agreement or similar funding method, specifying when such measures will be provided.

**Finding:** *The proposed comprehensive plan map amendment is from a commercial designation to a residential designation and, as such, a reduction in the number of vehicle trips to the site is anticipated. This proposed map amendment will not*

*significantly affect a transportation facility and, therefore, consistency with the adopted TSP will be maintained throughout future development of the site. At the time the applicant submits a subdivision application for the property, a traffic impact assessment will be required demonstrating further compliance with the City's TSP. The proposal complies with the Transportation Planning Rule provisions.*

#### **16.200.020 Findings**

Findings justifying a decision on an application shall be made in writing, and shall be provided to the applicant.

**Finding:** *Written findings have been provided for each of the applicable Comprehensive Plan and Zoning Code section in this staff report.*

#### **16.200.025 Conditions**

The granting of an approval of any land use action under Chapter 16.200 may be subject to such conditions as are reasonably necessary to protect the public health, safety or general welfare from potentially damaging effects resulting from approval of the permit, or to fulfill the public need for service demands created by approval of the request.

**Finding:** *Conditions are included at the end of this report, as necessary.*

### **16.170 APPLICATION REQUIREMENTS AND REVIEW PROCEDURES**

#### **Administrative, Limited Land Use, Quasi-Judicial & Legislative Decisions**

##### **16.170.000 General Provisions**

##### **D. Type IV Legislative and Other Decisions made by both the Planning Commission and City Council**

- 1. Appeal from Planning Commission**
- 2. Annexation**
- 3. Comprehensive Plan Map or Text Amendment**
- 4. Zoning Code Map or Text Amendment**

**Finding:** *This application is classified as Type IV because it includes a comprehensive plan map amendment and a zoning code map amendment.*

##### **16.170.001 Pre-application Conference**

A pre-application conference is recommended for a Type II, III and IV permit. The applicant shall file the appropriate application, pay the review fee and meet with the City Planner, other city staff and affected agencies. At the conference the City Planner shall identify the relevant comprehensive plan policies, map designations, zone and development standards and procedural requirements applicable to the application. The planner and affected agencies shall provide technical data and identify opportunities or constraints concerning the application.

Failure of the City to provide any information required by this section does not constitute a waiver of any of the standards, criteria or requirements for the application. Due to possible changes in federal, state, regional and local law, the applicant is responsible for assuring the application complies with all applicable laws on the day the

application is deemed complete.

***Finding:*** *A pre-application conference was held with the City prior to submittal of this land use application.*

#### **16.170.002 Neighborhood Meeting**

Applicants or their representatives are encouraged to meet with adjacent property owners and neighborhood representatives prior to submitting an application to the City in order to solicit input and exchange information about the proposed development. The applicant for a Type III application is encouraged to hold a neighborhood meeting with a recognized neighborhood or community organization. If no organization exists, then the applicant is encouraged to hold a meeting with adjacent property owners within a radius of 250 feet who will receive public notice.

***Finding:*** *The applicant held a neighborhood meeting regarding this proposal on February 18, 2015 and, as such, this standard is met.*

#### **16.170.003 Traffic Impact Study**

The purpose of this section of the code is to assist in determining which road authorities participate in a land use decision, and to implement Section 660-012-0045 (2) of the State Transportation Planning Rule that requires the City to apply conditions to development proposals in order to minimize impacts and protect transportation facilities. This Chapter establishes the standards for when a proposal must be reviewed for potential traffic impacts; when a Traffic Impact Study must be submitted with a development application in order to determine whether conditions are needed to minimize impacts to and protect transportation facilities; what must be in a Traffic Impact Study; and who is qualified to prepare the Study.

- A. When a Traffic Impact Study is required. The City or other road authority with jurisdiction may require a Traffic Impact Study (TIS) as part of an application for development, a change in use, or a change in access. A TIS shall be required when a land use application involves one or more of the following actions:
  - 1. A change in zoning or a plan amendment designation;
  - 2. Any proposed development of land use action that a road authority states may have operational or safety concerns along its facility;
  - 3. An increase in site traffic volume generation by 300 Average Daily Trips (ADT) or more; or
  - 4. An increase in site traffic volume of a particular movement to and from the State Highway by 20 percent or more; or\
  - 5. An increase in use of adjacent streets by vehicles exceeding the 20,000 pound gross vehicle weights by 10 vehicles or more per day; or
  - 6. The location of the access driveway does not meet minimum sight distance requirements, or is located where vehicles entering or leaving the property are restricted, or such vehicles queue or hesitate on the State Highway, creating a safety hazard; or
  - 7. A change in internal traffic patterns that may cause safety problems, such as back up onto a street or greater potential for traffic accidents.
  
- B. Traffic Impact Study Preparation. A Traffic Impact Study shall be prepared by a professional engineer in accordance with the requirements of the road authority. If the road authority is the Oregon Department of Transportation

(ODOT), consult ODOT's regional development review planner and OAR 734-051-180.

***Finding:*** *This submittal does not include a traffic impact study as there is no proposed development at this time. At the time that the applicant submits a development application for a subdivision of the residentially zoned property, a traffic impact study will be required as applicable.*

- C. City Street Improvement Requirements. In addition to street improvement requirements in this code for new development, see Chapters 16.145 and 16.150 for street improvement requirements related to single family homes and commercial and industrial expansions.

***Finding:*** *The applicant will be required to meet all City and County street standards for construction and dedication at time of land use application for a development on the subject site.*

#### 16.170.013 Type IV Legislative Decisions

- A. Pre-application Conference. A pre-application conference is required for all Type IV legislative applications initiated by a party other than the City of North Plains. The City Manager may waive this requirement.

***Finding:*** *As previously described, a pre-application conference was held with the City of North Plains in compliance with Section 16.170.001.*

- B. Timing of Requests. The City accepts legislative requests at any time. The City Council may initiate its own legislative proposals at any time.

***Finding:*** *The timing of submittal of the legislative request is appropriate.*

- C. Application Requirements.
1. Application forms. A legislative application shall be made on forms provided by the City.
  2. Submittal Information. The application shall contain:
    - a. The information requested on the application form;
    - b. A map and/or plan addressing the appropriate criteria and standards in sufficient detail for review and decision (as applicable);
    - c. The required fee pursuant to Chapter 16.00.070; and
    - d. One copy of a letter or narrative statement that explains how the application satisfies all of the relevant approval criteria and standards.

***Finding:*** *The applicant has met the requirements of 16.170.020 and was deemed to have submitted a complete application on April 9, 2015.*

#### **CONCLUSION**

The Planning Commission is considering a recommendation to the City Council of the proposed comprehensive plan map amendment and zoning code map amendment. The Planning Commission may recommend that the City Council approve, approve with Conditions or Deny the requested amendments.



Name: RICK TROUTMAN

Organization or Business (If Any): \_\_\_\_\_

Address: 30595 NW KAYBERN AVE

Phone # (Optional): 503-647-2201

Date: 5-11-15

**COMMENTS:**

DEAR PLANING COMMISSION THE OBJECTION I HAVE WITH THIS REZONE IS THE DEVELOPER WANTS TO USE NW KAYBERN AS A ACCESS ROAD FOR HIS DEVELOPMENT THIS IS A PRIVATE DRIVEWAY AND HAS BEEN FOR OVER 70 YEARS FOR THE TROUTMANS SLAUGHTERHOUSE AND RESIDANCE FOR THE LAST 25 YEARS MY NEIGHBOR MARC HAMBURG AND I HAVE PAID FOR GRAVEL AND UPKEED NOW THE APPLICANT WANTS TO MAKE MONEY OFF THIS DEVELOPMENT AND USE THIS PRIVATE DRIVEWAY FOR HIS PERSONAL GAIN I HAVE NO OBJECTION WITH THE DEVELOPMENT BUT DO OBJECT TO USING MY NEIGHBORS AND MY DRIVEWAY I HOPE YOU WILL CONSIDER THIS ISSUE

THANK YOU  
*Rick Troutman*

Please return by one of the following ways:

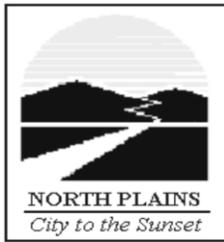
**MAIL:** 31360 NW Commercial Street, North Plains, OR 97133

**IN PERSON:** City Hall, 31360 NW Commercial Street, North Plains, OR

**E-MAIL:** [planning@northplains.org](mailto:planning@northplains.org)

Please contact City Manager Martha DeBry at (503) 647-5555 with any questions

Thank you!



## CITY OF NORTH PLAINS

31360 NW Commercial Street, North Plains, Oregon 97133

Date: July 6, 2015  
To: City Council  
From: City Manager Blake Boyles  
Subject: Resolution No.1898 reappointing Heather LaBonte to Parks Board

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**Request:** Council to reappoint Heather LaBonte to the North Plains Parks Board

**Background:** Heather LaBonte has submitted an application to the City requesting that she be re-appointed to the Parks Board. Procedural rules 1.05.190(A)5 states a sitting member of the Board may be reappointed by the Council without an open application process if the member of the Board requests reappointment in writing, and the City Council waives the requirement for an open application process. (There are two additional vacancies on the Parks Board.)

**Fiscal Impact:** This item has no direct fiscal impact.

**Recommendation:** Council adopt Resolution No.1898 reappointing Heather LaBonte to the North Plains Parks Board.

**Sample Motion:** I move to adopt Resolution No.1898.

**RESOLUTION NO. 1898**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORTH PLAINS,  
OREGON, RE-APPOINTING HEATHER LaBONTE TO THE NORTH PLAINS  
PARKS BOARD**

**WHEREAS**, Municipal Code Section 1.40 provides that the City Council appoints the members of the North Plains Parks Board by resolution; and

**WHEREAS**, the City has had an open position posted for members of public to submit applications to become members of the Parks Board; and

**WHEREAS**, Ordinance No. 424 established the North Plains Parks Board to be composed of seven members; and

**WHEREAS**, Heather LaBonte has been a member of the Parks Board and her term expired June 30, 2015; and

**WHEREAS**, Heather LaBonte has submitted an application for re-appointment; and

**WHEREAS**, Procedural rules 1.05.190(A)5 states a sitting member of the Board may be reappointed by the Council without an open application process if the member of the Board requests reappointment in writing, and the City Council waives the requirement for an open application process.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH PLAINS, OREGON**, that Heather LaBonte is re-appointed to the North Plains Parks Board for a two year term expiring June 30, 2017.

**CITY OF NORTH PLAINS, OREGON**

BY: \_\_\_\_\_  
David Hatcher, Mayor

ATTEST:

BY: \_\_\_\_\_  
Margaret L. Reh, City Recorder



## APPLICATION FOR APPOINTMENT TO THE CITY OF NORTH PLAINS PARKS BOARD

The information provided in this application is considered public information and may be used in announcing your appointment.

The North Plains Parks Board was formed through a recent ordinance. Between and 5 and 9 members will be appointed to the Board. This Board will replace the Parks Advisory Committee and will have additional responsibilities such as reviewing recreation programs. Qualifications for appointment to membership on the Parks Board include demonstration of positive interest in the development, operation and maintenance of public parks, open spaces and trails in North Plains and status as a resident or representative of a property or business owner within the city limits. The Board shall be comprised of at least one, but not more than two, city councilors and one, but not more than two Planning Commissioners. Initial term lengths will be 2 years. There is no compensation for participation on this Board.

Appointments are made by the City Council following review of applications and applicant interviews. Please plan to attend the Council meeting at which your application is to be considered.

Name Heather Labonte  
Mailing Address 32000 NW Meadow Dr North Plains OR 97133  
Street Address Same as above  
Occupation \_\_\_\_\_ E-Mail \_\_\_\_\_

Please provide brief answers to the following questions. If additional space is needed, use the back of this page or attach a separate page.

1. Why would you like to serve on the Parks Board?  
*I would like to continue to serve on the parks board as I feel there are more improvements needed in not only our parks & trails but also the master plan.*
2. What do you think are the most important park issues now facing North Plains?  
*The design/improvements to be made to both bldg & park at Jmct. The connectivity to our trails system & securing land for future parks*
3. Do you have any special interests or qualifications that you would bring to the Board?  
*I am very interested in planning for our future. Being a planning commissioner I have learned our decisions effect all aspects of our city.*

*Thank you for applying. Your interest is appreciated.*



## CITY OF NORTH PLAINS

31360 NW Commercial Street, North Plains, Oregon 97133

Date: July 6, 2015  
To: Mayor and City Council  
From: City Manager Blake Boyles and Garlic Festival Coordinator Patti Burns  
Subject: Resolution No.1899 approving additional street closure for the 2015 Elephant Garlic Festival Car Show and waiver of the street closure fee.

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**Request:** Council adopt Resolution No.1899 approving the request for an additional street closure to accommodate entries for the 2015 North Plains Elephant Garlic Festival Car Show, and to waive the street closure fee.

**Background:** Patti Burns, organizer for Elephant Garlic Festival appeared before the Council at the June 15, 2015 meeting with a request for street closures and a request to waiver the fee for amplified music for the Garlic Festival.

As further plans were made, it was discovered that an additional request for a street closure on 314<sup>th</sup> Avenue is required on Saturday, August 8 during the hours of the car show. This would be to accommodate the large number of entries expected for the Garlic Festival Car Show.

**Fiscal Impact:** If this request is granted the City will not receive the fee revenue for the street closure.

**Recommendation:** Council to adopt Resolution No.1899 authorizing the request for an additional street closure for the 2015 Elephant Garlic Festival Car Show.

**Sample Motion:** I move to adopt Resolution No.1899.

*Attachments: Resolution No. 1899*

**RESOLUTION NO. 1899**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORTH PLAINS,  
OREGON, AUTHORIZING ADDITIONAL STREET CLOSURE FOR THE 2015  
NORTH PLAINS ELEPHANT GARLIC FESTIVAL CAR SHOW**

**WHEREAS**, the City of North Plains is sponsoring and preparing for the 18<sup>th</sup> Annual Elephant Garlic Festival; and

**WHEREAS**, the City Council approved street closures and waiver of the fee for amplified music for the Garlic Festival at the June 15, 2015 City Council meeting per Resolution Number 1895; and

**WHEREAS**, the Elephant Garlic Festival Coordinating Committee is requesting approval for an additional street closure on 314<sup>th</sup> Avenue on Saturday, August 8 during the hours of the car show.

**NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL  
OF THE CITY OF NORTH PLAINS, OREGON:**

**Section 1.** Approves the additional street closure requests for the 2015 Elephant Garlic Festival as submitted.

**Section 2.** This Resolution shall become effective immediately upon adoption by the City Council.

**INTRODUCED AND ADOPTED** this 6th day of July, 2015.

**CITY OF NORTH PLAINS, OREGON**

BY: \_\_\_\_\_  
David Hatcher, Mayor

ATTEST:

BY: \_\_\_\_\_  
Margaret L. Reh, City Recorder



## CITY OF NORTH PLAINS

31360 NW Commercial Street, North Plains, Oregon 97133

Date: July 6, 2015  
To: City Council  
From: City Manager Blake Boyles  
Subject: Establishing a design committee for the mural project on Commercial Street

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**Request:** Council to discuss establishing a design committee for the mural project on Commercial Street.

**Background:** At the May 18, 2015 City Council meeting the Council discussed their 2015-2016 Council goals. One of these goals was to work on the beautification of the downtown area by painting a set of murals on the corrugated tin buildings on Commercial Street. Staff has been in contact with Van Dyke regarding this project and they are on board with this.

The suggestion was made to establishing a design committee for this mural project on Commercial Street. Staff is seeking direction from the Council on how to proceed and who to include in this design committee. This committee would decide on a theme and the process that would be followed for completion. Part of the scope of this committee could be to decide which walls would be included; the dimension of coverage to the walls; the process for getting bids; artists submit designs vs. the committee have a specific design and having the artist implement that design; coming up with a plan to maintain the work once it is completed, etc.

Staff will work on coming up with projected costs and guestimates for the mural project in the downtown area along with the other Council goals that were decided upon in May. These projects were brought to the Urban Renewal Agency Board for possible funding. Options for funding this project are being researched which could include using URA funds, or a portion of the URA funds and take out a loan for the balance.

**Fiscal Impact:** Establishing this committee will have no direct fiscal impact.

**Recommendation:** The Council direct staff on how to proceed.



## CITY OF NORTH PLAINS

31360 NW Commercial Street, North Plains, Oregon 97133

Date: July 6, 2015  
To: City Council  
From: City Manager Blake Boyles  
Subject: National Night Out (NNO)

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**Request:** Council proclaim Tuesday, August 4, 2015 as National Night Out.

**Background:** The City has participated in the National Night Out event for many years. This year's festivities will begin at 6:30 at Jessie Mays Community Park. This is the second consecutive year the NNO falls in the same week of the North Plains Elephant Garlic Festival.

As in past years, City staff will arrange for hot dogs, chips, drinks and cake. Officer Jesse Baker will arrange for law enforcement displays. Washington County Fire District #2 has been contacted regarding their participation. Kids' activities will also be available.

**Fiscal Impact:** Police personnel and staff time will be used in preparation and attendance at the event.

**Recommendation:** City Council proclaim Tuesday, August 4, 2015 as National Night Out and encourage all residents to participate in the event by joining other community members at Jessie Mays Community Park, hosting block parties and making an effort to meet their neighbors.

City of North Plains  
Oregon

# Proclamation

## National Night Out 2015

**WHEREAS**, the National Association of Town Watch will sponsor a nationwide crime, drug and violence prevention program on August 4, 2015 entitled National Night Out; and

**WHEREAS**, the North Plains Police Department, Washington County Sheriff and numerous local businesses are proudly supporting the community event; and

**WHEREAS**, it is essential that all residents of the City of North Plains be aware of crime prevention programs and recognize the impact that their participation can have on reducing crime, drug use, and violence in our town; and

**WHEREAS**, police-community partnerships, neighborhood safety, awareness and cooperation are important themes of the National Night Out program.

**NOW, THEREFORE**, the Mayor and City Council of the City of North Plains, Oregon do hereby proclaim August 4, 2015 is National Night Out and we encourage all residents to participate in the event by joining other community members at Jessie Mays Community Park, hosting block parties and making an effort to meet their neighbors.

Given unto my hand this 6<sup>th</sup> day of July 2015.

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David Hatcher  
Mayor

# July 2015 Council Calendar

Meeting	Primary	Alternate	Note	Date
North Plains Thursday Marketplace			5:00-8:00 on Commercial Street	07/02
Fourth of July Holiday: City Offices and Library Closed				07/03
FOURTH OF JULY CELEBRATION			COMMERCIAL STREET	07/04
<b>City Council</b>			<b>7:00 p.m. at North Plains Senior Center</b>	<b>07/06</b>
Planning Commission <i>(postponed)</i>	King		2 <sup>nd</sup> Wednesday @ 7 p.m.	07/08
North Plains Thursday Marketplace			5:00-8:00 on Commercial Street	07/09
Washington County Office of Community Development Policy Advisory Board	Kindel	Lenahan	2 <sup>nd</sup> Thursday @ 7 p.m.	07/09
Washington County Coordinating Committee (WCCC)	Hatcher	Boyles	2 <sup>nd</sup> Monday @ 12 noon	07/13
Library Board	Kindel		3 <sup>rd</sup> Wednesday @ 7:00	07/15
North Plains Thursday Marketplace				07/16
<b>City Council</b>			<b>7:00 p.m. at North Plains Senior Center</b>	<b>07/20</b>
Parks Board			4 <sup>th</sup> Wednesday @ 6 p.m.	07/22
North Plains Thursday Marketplace				07/23
Metro Policy Advisory Committee (MPAC)	Hatcher	Lenahan	4 <sup>th</sup> Wednesday @ 5 p.m.	07/22
Planning Commission (rescheduled to this date)	King		2 <sup>nd</sup> Wednesday @ 7 p.m.	07/27
North Plains Thursday Marketplace				07/30
Metropolitan Area Communications Commission (MACC)	Whitehead	Newton		