

**CITY OF NORTH PLAINS PLANNING COMMISSION.  
REGULAR SESSION MINUTES  
November 12, 2014, 7:00 P.M.  
North Plains Senior Center  
31450 NW Commercial St**

1. Chairperson King called the meeting to order at 7:00 p.m.
2. The pledge of allegiance was led by Chairperson King.

**3. ROLL CALL**

Chair Stewart King, Vice Chair Heather LaBonte, Doug Nunnenkamp, Garth Eimers, Daryl Olson and Larry Gonzales.

**Absent:** Jeff Low. (Chair King advised Mr. Low will be submitting his resignation soon.)

**Ex-Officio:** City Councilor Teri Lenahan.

**Staff Present:** City Manager Martha DeBry and City Recorder Margaret Reh

**Audience:** Shaun Fidler; Tim Roth

**4. PUBLIC COMMENTS**

None were forthcoming.

**5. CONSENT AGENDA**

- A. Approval of the Regular Session Agenda.
- B. Approval of September 10, 2014, Regular Session Minutes
- C. October 8, 2014 meeting was cancelled.

Motion by Eimers. Second by LaBonte to approve the consent agenda. Motion approved unanimously.

**6. PUBLIC HEARING**

- A. Approval of a final plat for McKay Fields located on West Union Road

This was a continued public hearing from the September 10, 2014 Planning Commission meeting. DeBry presented the staff report. Shaun Fidler, 9136 SE St. Helen's, Clackamas OR 97015 and Tim Roth 12600 SW 72<sup>nd</sup> Avenue, Suite 200, Portland, OR 97223 were in attendance representing J.T.Roth Construction.

Discussion ensued regarding Item No. 26 of the Conditions of Approval in the Final Order dated May 17, 2013.

*McKay Fields Subdivision Final Order (05/17/13)*

*Exhibit B: Conditions of Approval-Item No E.26*

*Prior to final plat approval, the applicant shall enter into an agreement with the City providing for dedication of the 3.49 acre portion of the McKay Creek floodplain identified on the preliminary subdivision plan. Such dedication may provide for fee offsets for the value of the dedicated land area based on a City-approved appraisal. The agreement shall also provide for the applicant to make appropriate improvements to the dedicated*

*area for use as a public park and shall provide for irrigation of any areas identified to be improved with grass and/or recreational fields. If an agreement cannot be reached the usable park area may be owned and maintained by the HOA, provided an easement for walking trails is provided to the City as required by the City Parks Plan and Community Trails Plan, and is acceptable to the City as to form.*

When this condition was established it wasn't contemplated that the open space would be under separate ownership. The current developer, J.T.Roth, does not own the 3.49 acre parcel in the McKay Creek floodplain—it is privately owned. Therefore, it should be noted that the applicant cannot meet the condition of approval on item No. 26. The property will not be deeded to the city or to the HOA.

Discussion ensued regarding the installation of fencing along the north frontage of the development on West Union. The condition reads that it will include Lot 24, 25 and 33. The Commission decide it wants all the lots to be included 29 through 32. The developer was planning on doing this anyway, and will ensure that all clear vision requirements will be met.

*McKay Fields Subdivision Final Order (05/17/13)*

*Exhibit B: Conditions of Approval-Item No B.17*

*Applicant shall provide the City with an opaque landscape fence and buffer plan for areas adjoining the north side of Lots 24, 25 and 33 for approval. Applicant must indicate how the improvements will be maintained. If a HOA is established, provide the City a copy of the HOA agreement.*

Discussion ensued regarding steps taken to address pedestrian issues connecting this development to the rest of the city. Staff is working with the County on long term solutions. Short term may be that the County could move the center line slightly to the north to provide more area for pedestrian travel. King closed the public hearing.

Motion by LaBonte. Second by Nunnenkamp to approve McKay Fields Final Subdivision Plat with modifications to conditions in Exhibit B as discussed above regarding Item No. 17—fencing along the north of the development and Condition No. 26—regarding dedication of the floodplain will not be met as the developer does not own the property.

## B. Comprehensive Plan Update

This was a continued public hearing from the August 13, 2014 Planning Commission meeting. DeBry stated the City Council has decided to hire a consultant to engage the community in the Comprehensive Plan and to develop the Comprehensive Plan. There will be an interview process to hire this consultant. The public hearing was closed at this time with no action taken. A new public hearing will be noticed at a future date.

## 7. CITY MANAGER REPORT

DeBry explained the process for hiring a consultant for the developing of the Comprehensive Plan. Interviews will take place and staff would like to include Commissioners and Councilors in the interview panel.

An application for the McKay Creek Crossing subdivision had been submitted along with the fees for a 58 unit plan. However, the builder requested the plans back for further review. It was deemed incomplete so the 120 day clock has not begun. King inquired about the walking path that may be included in this development. He suggested the Parks Board be made aware if plans come back including a proposed walking area.

Discussion ensued regarding zoning change suggestions that came up at the joint meeting with Council and the Commission. Specifically the minimum lot size in R2.5. Those present expressed concern about high density and wanting to scale it back. It was hoped that there would be forward motion before another application for a subdivision was received. The McKay Creek Crossing application came quicker than anticipated.

Staff noted a draft ordinance was included in the October joint meeting packet. These changes had been placed hold when Council/Commission decided to hire a consultant. DeBry stated all the proposed draft changes to the code made are on the City's website.

Discussion ensued regarding the process of approving Land Use applications associated with new house permits. The Commission felt that some of the checks and balances are missing between what is done on the City level and that which is done at the County level.

LaBonte inquired about the signature blocks the City uses on approved plats. She also would like clarification regarding who signs off on plans. The Planning Commission used to sign and now are signed by City Manager. The Commission can assign a designee to expedite the process.

## **8. ADDITIONAL BUSINESS**

### **A. Review of Land Use/Building Permit Project List**

Chair King asked what the Commission was supposed to do with this list. DeBry stated it was informational only. King said it was confusing since the agenda states "review". DeBry suggested that we list it with the Consent Agenda from now on.

### **B. Commissioner Comments**

A question was asked regarding how the notices were distributed for the North Plains Christian Church's application for installing an electronic sign. Staff advised it was a Type II Application and notices were sent to property owners within 250 ft of the property.

It was noted a Hindu Temple and Education Center is being built on the south side of Highway 26, and a concern was expressed that it may have a traffic impact on the town. The application was approved by Washington County as it is not within the North Plains City Limits.

Commissioner Nunnenkamp mentioned that there appears to be more temporary signs throughout town and asked about the status of the corner sign proposed by the Chamber of Commerce. Councilor Lenahan had spoken with Cindy Hirst, Chamber Secretary

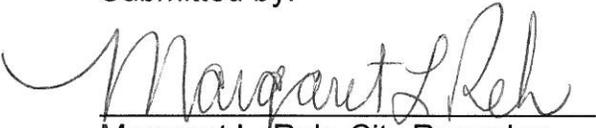
regarding the sign. The Chamber is seeking funding or grant money that may be available to create and install the sign. Chamber membership has still not made a determination of what the sign should look like or how the names will appear.

Chairman King commented that an Argus newspaper box was placed in front of his business Tri-Star Realty. The Argus did not ask for permission to install the box, it just showed up. DeBry stated we can control placement but we can't disallow these boxes. Stewart stated that he thought the paper should be contacting the business owners before placing them at a privately owned building. It was suggested that King call the Argus to have it removed.

Chairman King noted there are still picnic benches on the sidewalk in front of the Rogue. These were set up during the Farmers' Market this summer and were very popular. This was a means of helping the business owners out. However, it sometimes gets difficult to walk down the sidewalk when a sandwich sign is added to the tables and benches. DeBry will have the business owner contacted about the placement of the sign in relationship to the benches.

9. **ADJOURNMENT.** Chairperson King adjourned the meeting at 8:15 p.m. The next scheduled regular session of the Planning Commission is December 10, 2014 which will be held at the North Plains Senior Center.

Submitted by:

  
Margaret L. Reh, City Recorder

Date Minutes Approved: 01/14/2015