

**CITY OF NORTH PLAINS PLANNING COMMISSION
REGULAR SESSION MINUTES
OCTOBER 9, 2013, 7:00 P.M.
NORTH PLAINS SENIOR CENTER
31450 NW COMMERCIAL STREET**

1. Chairman King called the meeting to order at 7:01 pm.

2. Chairman King led the pledge of allegiance.

3. **ROLL CALL**

Commission: Chairman Stewart King, Vice-Chairperson Heather LaBonte, Commissioners Ethan Hagar, Jeff Low, Doug Nunnenkamp and Daryl Olson and Ex-Officio Michael Demagalski present. Commissioner Aeron Braukman unexcused absence.

Staff: City Manager Martha DeBry and Account Clerk II Pam Smith present.

4. **PUBLIC COMMENTS**

None.

5. **CONSENT AGENDA**

September 11, 2013 Regular Session Minute Approval. Olson asked for a change on a comment under unfinished business, Item 7, last paragraph. Being too general of a comment he asked that it be removed. LaBonte moved to approve the September 11, 2013, Regular Session minutes with the change, Nunnenkamp seconded the motion and it was approved unanimously.

6. **PUBLIC HEARING**

A. Approval of Significant Natural Resource and Flood Plain Permits for 9975 NW Glencoe Road, File #13-035. King requested the reading of the quasi-judicial hearing process statement, to cover the two Public Hearings being held. Following the reading of the rules, King opened the Public Hearing at 7:07 p.m., and called for abstentions, ex parte contacts or any conflicts of interest by any Planning Commissioner. Hearing no declarations by any Commissioner, he asked if anyone in the audience wished to challenge any of the Commissioners, and there were no audience members who wished to do so.

DeBry read the staff report noting the applicant was in design review earlier in the year and was requesting permits be approved at this time to do work in and/or near the flood plain. The Flood Plain permits triggered the requirement for the Significant Natural Resource permit. The area affected is adjacent to the drive thru at McDonald's. There would be the installation of a fence within the flood plan but no actual work would be performed and there would be no alterations or improvements except slight landscaping to facilitate erosion control. Clean Water Services (CWS) would handle most of these requirements. In the City staff report, it was suggested the

area be replanted with native vegetation with limited water requirements. The City recommended the applicant submit a landscape plan and that they enter into a Development Agreement outlining these conditions.

King called for Commission questions. Hearing none and with no individuals present wishing to testify, King closed the public hearing at 7:10 pm. With no deliberation, King entertained a motion. LaBonte moved to approve the file #13-035 Significant Natural Resource and Flood Plain permits at 9975 NW Glencoe Road with conditions, Low seconded the motion and it was approved unanimously.

B. Approval for Conditional Use of C-2 Parcel for RV Storage at 10080 NW Glencoe Road, File #13-039. King opened the Public Hearing at 7:11 and called for abstentions, ex parte contacts or any conflicts of interest by any Planning Commissioner. Hearing none, King asked if anyone in the audience wished to challenge any of the Commissioners, and there were no audience members who wished to do so

King requested the Staff Report and agency comments. DeBry stated this was a request for approval of a Conditional Use application for an RV storage facility on Commercially zoned property. No physical structures would be built on the property except a fence and no improvements would be made except the use of rock or gravel to strengthen the surface. Comments from Washington County stated no change to the access to Glencoe Road and required a 45' right of way (ROW) easement from the centerline of Glencoe Road, along with a permit for any work performed inside the ROW should it occur. Clean Water Services (CWS) sent a letter stating the applicant would be required to have erosion control measures in place, provide plans showing the development of public storm and sanitary sewer facilities and water quality provisions. CWS would require those plans for their approval. The City does not have those plans because we were only looking at the use of this property.

Since the Staff report was written, a fence had been installed on the DR Horton property. DeBry related she had gone around town to look at similar locations with RVs behind cyclone fences. She stated the RVs tend to be 3-4' taller than the typical 6' fences (like the DR Horton fence) which allowed RVs to show above fences. She wanted to make sure there would be a visual barrier between the residential area and the RV storage area and suggested more than a fence. She felt the City needed to consider trees and plants as additional screening to block the top 4-6' of the RVs, with the visual barrier created on the RV side of the fence. Using the right plantings, the screening could grow up to 15' fairly quickly. She told the Planning Commission they could make it a requirement that the applicant use faster growing materials. DeBry also recommended the RVs be 10' from the fencing to allow room for the screening materials and to lessen the impact on the residents. She said the City had received no

landscape plan at this time.

With the Highland Ct. frontage lower than the property, there would not be an issue with drainage problems, although drainage issues would be addressed by CWS. No change would be made to the driveway located on the furthest west point of property.

Conditions of approval would include the installation of fencing and landscaping to be used as screening. Off street parking would only be allowed in the fenced area and there would be limited signage. DeBry noted this was a very narrow proposal and any changes would have to come back to Planning Commission for consideration. Only RVs and wheeled trailers would be allowed and hours of operations would be limited. No activities requiring water or sewer would be allowed. The applicant must meet all of CWS, Washington County, and Department of Environmental Quality (DEQ) requirements. A landscape plan would need to be approved by the City and a walking plan in place that would work with the Highland Ct. subdivision sidewalks. The City recommends approval with conditions and would require a Development Agreement.

King asked about rear setbacks in the C-2 zone. DeBry said because there is no building, there are no setbacks in the traditional sense, but the height limit was 35'. Because of the RVs and this being a Conditional Use permit, a 10' landscaped setback area and/or fence is deemed necessary between the commercial and residential properties (DR Horton). With a residence also on the property, King asked if there would be a legal separation of the property. DeBry said no, but a fence would be built around that house. King wondered why there was no Design Review required and DeBry said it was because there was no building involved and the use was intended to be temporary. Eventually the applicant would like the property to revert to use as a conventional commercial property.

Olson was concerned because this area was at the entry to North Plains and would be difficult to screen, especially from being seen from the overpass, and also because the two story DR Horton homes would have to look down onto used RVs. He sees the problem being mitigated somewhat with landscaping. Low had similar concerns with this area being the gateway to our City. Knowing that it is a temporary use makes him feel better about it since we allowed it as a conditional use in our code. LaBonte asked if driveways would be required on Highland Ct. DeBry noted Paul Schmitz would be putting down gravel but no asphalt. Nunnenkamp and Hagar had no comments. Demagalski had the same concerns about the property being located at the entry to North Plains.

King asked the applicant to come forward to address the Planning Commission. Steve Schmitz, 12261 NW Welsh Drive, Portland, OR 97229 let the Commission know this would be a temporary plan with future plans for a large store at this location.

Hagar asked if Mr. Schmitz knew how long the temporary RV Storage/Parking would be at this location and was told it would depend on the growth of the City. Once the population increased enough, a large store would be considered.

He said he would not be putting down blacktop on this property but would be upgrading the driveway with $\frac{3}{4}$ minus rock. He also said there would be no change to Glencoe Road but that eventually, traffic might enter the property on Glencoe Road and exit on Highland Ct. He noted he would be fencing the property and would be willing to screen it as required by the City.

LaBonte asked how many RVs Mr. Schmitz thought the property would hold and was told 50 would probably be the maximum. Olson asked what the rent was expected to be. Mr. Schmitz said probably \$100. He said this would be an area to park nicer RVs, not run down ones. LaBonte asked if the driveway would be gated and was told it would be. DeBry noted hours of operations should be limited. LaBonte wondered about parking abutting the east side where the DR Horton homes are. Mr. Schmitz reminded there would be a 10' setback required which would include fencing and plants. DeBry said the south side, on Highland Ct. would require a 20' setback.

King asked why a site plan or a parking plan had not been submitted. DeBry noted it doesn't meet the threshold for requirement of a site plan and a parking plan would not be required because there would be no building nor employees. DeBry said the Commission could ask for a site plan and parking plan as part of the Development Agreement if it chose to.

King asked if there were any proponents, opponents, or neutral people wishing to speak. Mike Eggiman, 22865 NW Yungen Road, Hillsboro, OR 97123 came forward to let the Commission know he owns 10 acres north of this property and 4-5 years ago he had applied to have an RV storage area there. He was denied the opportunity, and after an appeal and approximately \$10,000, he was denied again. He wondered what had changed in the last 4-5 years. DeBry related that the code had changed in that time and been broadened in the last year to encourage business in North Plains. King asked if there were any more questions, rebuttal, or discussion. Hearing none, the Public Hearing was closed at 7:42.

King entertained a motion. LaBonte approved the Conditional Use of the C-2 parcel for RV Storage at 10080 NW Glencoe Road, File #13-039 with conditions. Nunnenkamp seconded the motion and it was approved by a split vote with Olson voting against.

King asked that the appeal process be reread. It was read with the reminder that any appeal be received 15 days from the date of the letter prepared by staff.

7. **UNFINISHED BUSINESS**

Comprehensive Plan Discussion. DeBry said she wanted to touch base with the Commission about the draft of the Comprehensive Plan that was presented two meetings ago. She was curious if the Commission had any areas they would like to focus on for making improvements and asked that they especially look at the population projections. The number 4.5% was being used and, with growth actually lower at 3.5%, DeBry asked if the Commission would like that changed. King noted that percentage had already been approved for planning purposes. He also suggested one section at a time be in the agenda packet to work on, feeling the entire Plan is too large. DeBry agreed to do just a section or two at a time at the next few meetings.

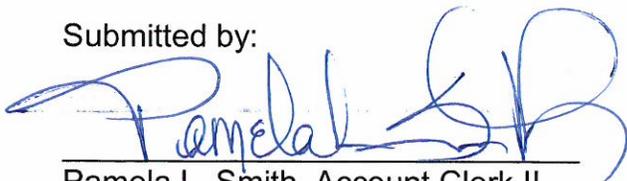
8. **STAFF REPORT** DeBry noted the 108 home Sunset Ridge subdivision on West Union Road and Jackson School Road would be on the November Planning Commission agenda. She said it would be a modification and refinement of the original plans.

LaBonte asked if the Planning Commission could be alerted to building permits. DeBry said we can share that information. (Smith will send Planning Commission the information when a Building Permit is submitted.) Nunnenkamp asked about the details for the October 19, 2013, class in Banks. Smith said she would email those details in the morning to the Planning Commissioners signed up for the class. DeBry related that a street naming policy would be presented to City Council on Monday to create a pool of names.

9. **ADJOURNMENT**

King noted the next scheduled meeting to be November 13th and adjourned the meeting at 8:03 pm.

Submitted by:



Pamela L. Smith, Account Clerk II

Minutes Approved:

11/13/13

