

**CITY OF NORTH PLAINS PLANNING COMMISSION.
REGULAR SESSION MINUTES
April 8, 2015, 7:00 P.M.
North Plains Senior Center
31450 NW Commercial Street**

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**
Members: Chair Stewart King, Vice Chair Heather LaBonte, Doug Nunnenkamp, Garth Eimers, Larry Gonzales and Lonnie Knodel.
Ex-Officio: City Councilor Teri Lenahan
Staff: City Manager Martha DeBry; City Recorder Margaret Reh
Audience: James Fage

4. **PUBLIC COMMENTS**
None were forthcoming.

5. **APPROVAL OF MINUTES**

- A. Approval of the March 11, 2015, Regular Session Minutes.

LaBonte requested a statement be added to the minutes on item 6A reflecting that the applicant declined the opportunity to revise the plan.

Motion by LaBonte. Second by Eimers to approve the March 11, 2015, Regular Session Minutes as amended. Motion was approved unanimously.

6. **PUBLIC HEARING**
None Scheduled

7. **NEW BUSINESS**

- A. Interview applicant for open Planning Commission position: James Fage

The Planning Commission interviewed applicant James Fage for the open position on the Commission. Motion by Eimers. Second by LaBonte to make a recommendation to the City Council to appoint James Fage to the North Plains Planning Commission.

- B. Discussion of Community Vision Process: Kirstin Greene of Cogan Owens Greene, LLC

Kirstin Greene, Cogan Owens and Greene, has been retained to lead the Community Vision process for the City of North Plains. She introduced herself to the Commission and presented a brief update on the process and the steps that have taken place so far. She wanted to include the Planning Commission early on in this process to get a feel for the values and vision they have. This Envision campaign is to declare where the community is today and where the community wants it to be in the future. Community self-directedness is important to this process. She engaged each Commissioner in the survey questions that were developed for the web-based questionnaire that is being conducted right now. Discussion ensued.

Greene invited the Commissioners to attend the vision workshop which will take place on Saturday, April 25, 2015.

C. Discussion of Residential Design Guidelines (Hierarchy List)

Commissioner Eimers had previously submitted a list of design feature suggestions that could be implemented for the design of residential dwellings. The existing codes for residential zones provide little guidance regarding the quality and scale of buildings.

Staff had provided some samples of design guidelines from other cities as reference material. Eimers suggested that a program that we implement may not need to be as elaborate as these other cities. Design review can require an elaborate process. Eimers inquired about the process of implementing a design review, which he understands is another event in the process for development. Eimers would like to see some controls in place to mitigate what is starting to be cookie cutter homes in developments. It will be a balancing act to develop a hierarchy of implementing design standards and having staffing and budget resources to implement some type of design review process.

This would be an agenda item for a work session where the Commission can discuss the process of design review and look into the details of the suggestions listed on the hierarchy list.

D. Discussion and review of Municipal Chapters 16.05, 16.125, 16.130, 16.135, and 16.150 Street Standards

This item was placed on the agenda at the request of a few Commissioners. This will be further discussed at a work shop that is yet to be scheduled. This workshop will give the Commissioners an opportunity to work together on these codes.

Commissioner LaBonte presented some of her proposals for revisions to Municipal Chapters 16.05, 16.125, 16.130, 16.135, and 16.150.

Discussion ensued on street standards-including sidewalks and passive speed control measures.

E. Review of Land Use/Building Permit Project List

The Commission received a copy of the updated monthly project list. No discussion took place. DeBry stated that staff has been busier than in the past.

Jewett Cameron is working on completing an application for a design review for a commercial building that may be on the agenda for the Planning Commission next month.

8. UNFINISHED BUSINESS

The Planning Commission would like to schedule a workshop before the meeting on May 13. This would enable the group to get on the same page before the next hearing. Discussion ensued regarding the logistics of the work session. The Commissioners need to review the

chapters that have been added to both Dropbox and the city website. Chair King asked that the Commissioners present specific language, in writing, to staff regarding the specific ordinances to be discussed and to include suggestions to the Commission for changes or revisions.

The Eggiman zone change request is scheduled for next month. This is an application to rezone 4.69 acres from commercial property to R-2.5 residential.

Discussion on density ensued.

9. COMMISSIONER COMMENTS

Nunnenkamp stated the McKay Creek Crossing application is being appealed to the City Council on April 20, 2015. He suggested if the members of the Commission want to be heard that they should attend the meeting. DeBry stated Commissioners can testify if they desire. Discussion ensued. Nunnenkamp stated he wants to recommend to Council to return the application to the Planning Commission because the Planning Commission is more knowledgeable than the Council on the code. Discussion ensued regarding de novo hearings.

Councilor Lenahan invited all the Commissioners to attend the Volunteer Recognition night that will be held on April 9, 2015. She hoped to see everyone there.

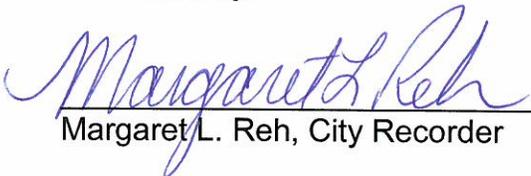
10. STAFF COMMENTS

No additional staff comments.

11. ADJOURNMENT.

Chairperson King adjourned the meeting at 8:56 p.m. The next scheduled regular session of the Planning Commission is Wednesday, May 13, 2015, which is currently scheduled to be held at the North Plains Senior Center.

Submitted by:


Margaret L. Reh, City Recorder

Date Minutes Approved: 05/13/2015