CITY OF NORTH PLAINS PLANNING COMMISSION
REGULAR SESSION MINUTES
August 13, 2014, 7:00 P.M.
Jessie Mays Community Hall
30975 NW Hillcrest Street

1. Chairperson King called the meeting to order at 7:01 p.m.

2. The pledge of allegiance was led by Chairperson King.

3. **ROLL CALL**
Chair Stewart King, Vice Chair Heather LaBonte, Doug Nunnenkamp, Larry Gonzales, and Garth Eimers

Excused Absence: Daryl Olson and Jeff Low

Ex-Officio: City Councilor Robert Kindel.
Staff Present: City Manager Martha DeBry and City Recorder Margaret Reh

Audience: Terry Wilson, Marv Vanaken, Carolyn Vanaken, Traci Vanaken, Clarence Court, Mike Eggiman, Dennis Brown, Patti Burns, Pat Wolter, Sherrie Simmons

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

5. **CONSENT AGENDA**
   A. Approval of the Regular Session Agenda.
   B. Approval of July 9, 2014 Regular Session Minutes.

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

6. **PUBLIC HEARING**.

A. Approval of a final plat for 31790 NW North Avenue-North View Estates

The order of business for the two quasi-judicial public hearings were read into record. Chairperson King opened public hearing at 7:07 p.m. for final plat approval of North View Estates. King stated as his real estate company has an agent representing the developer in both hearings he was stepping down and turned the hearing over to Vice Chair LaBonte. LaBonte asked for the staff report. DeBry stated this is a five lot subdivision in which the plat was approved by City Council and it is the final subdivision plat being considered tonight. Dimensions are the same as presented to City Council.

DeBry stated it has been questioned why the final subdivision plat approval comes before the Planning Commission as a public hearing. Some agencies to not bring the final plat back

to the Planning Commission since the conditions of approval have already been reviewed earlier in the process. DeBry explained the Planning Commission is reviewing the final plat because it is required in the municipal code. The purpose of this hearing is to receive comment regarding the final plat and to approve it.

Further clarification was made regarding the common ownership of the driveway. DeBry consulted with the City Attorney regarding the verbiage to be placed on the deed. The deed is to reflect Tract A is a private driveway and will be owned and maintained in equal portions by the owners of lots 1-5. Lot owners will file a reciprocal easement to ensure access for driving vehicles over the private driveway that serves the homeowners in this development and maintenance rights for the private driveway. Tract A is subject to a blanket public utility easement and to a blanket storm sewer easement to Clean Water Services. The property owners will own and maintain the driveway. Proper maintenance standards are determined by the fire department.

LaBonte closed the public hearing 7:14.

Motion by Eimers. Second by Gonzales to approve the final subdivision plat for North View Estates. The motion was approved unanimously.

B. Approval of a final plat for 31827 NW Pacific Street-Pacific Estates

Vice Chair LaBonte opened the public hearing for Pacific Estates subdivision at 7:32 p.m.

DeBry clarified the developer had submitted an application in March for minor modifications that were approved administratively. These requested changes were due to requirements of Clean Water Services to construct a storm water swale within the subdivision known at Tract B. Discussion ensued.

Similar comments and clarification were made for this development as the Commission had during the public hearing for North View Estates regarding the common ownership of the driveway. The deed is to reflect Tract A is a private driveway and will be owned and maintained in equal portions by the owners of lots 2-5. Lot owners will file a reciprocal easement to ensure access for driving vehicles over the driveway and maintenance rights for the private driveway that serves lots 2-5. Tract A is subject to a blanket public utility easement and to a blanket storm sewer easement to Clean Water Services. The property owners of lots 2-5 will own and maintain the driveway. Discussion ensued.

Vince Biggi, 11605 SW Normandy Lane, Wilsonville, Oregon addressed the Commission. He stated that all lots are responsible for maintaining Tract B—the Clean Water Services swale. Discussion ensued about the easements and who will benefit. Biggi will clarify on the plat that lots 2-5 are responsible for the maintenance of the driveway. Lots 1 and 6 will not be included in the maintenance of the driveway.

LaBonte closed public hearing at 7:26

Motion by Nunnenkamp. Second by Eimers to accept the final plat with the modifications that were discussed.

C. Comprehensive Plan Update

The Planning Commission conducted a legislative public hearing, received comments from the public, and will eventually make a recommendation of these revisions to the North Plains City Council. The legislative public hearing order of business process was read into record. Chairperson King opened the public hearing regarding the Comprehensive Plan update at 7:32 p.m.

DeBry explained the outline of the presentation for the Comprehensive Plan (the Plan) hearing and presented the staff report. The report was submitted as part of the Planning Commission's Agenda Packet and is posted on the City's website at northplains.org.

The Commission's role in regard to the Plan is outreach to the public. Discussion on the Plan revisions began in September 2013. Proposed changes have been on website for past year and have been submitted to DLCD for approval. Outreach has included letters requesting comments to all parcel owners in North Plains; public notice published in the newspaper; articles in the City newsletter; information booth at the National Night Out and the North Plains Farmers' Market. The City will continue to welcome comments throughout this process.

Mike Eggiman of 22865 NW Yungen Road, Hillsboro approached the Commission. Eggiman is the property owner of the 9.8 acres on Glencoe between Pacific and Cottage. He proposed zoning the back lots to R2.5 and keeping the front properties available for commercial development. This would keep residential in the area closer to McKay creek.

DeBry asked the Commission if they have any other suggestions for changes. LaBonte had submitted modifications at the July Commission meeting that will be incorporated in the final copy of the Plan. There has been discussion of possibly changing the zoning on Commercial Street just east of 311th from R-2.5 back to commercial zone. Staff wants to work with the owners of the property before making any changes. Buildable lands inventory was the major change. We need to revise the numbers of the available acreage that is left to build on. DeBry did not want to make any alterations to the working copy yet as this is what was submitted to DLCD.

Consensus is to continue the public hearing and keep it open to continue to receive public testimony until the Commission meeting on September 10, 2014. Comments can be sent directly to the City Manager or an individual may just show up at the September meeting. The Planning Commission will have one more run through with the revisions. A work session will then be scheduled with the Planning Commission and the City Council to discuss the progress.

7. CITY MANAGER REPORT.

The Sunset Ridge project is progressing quickly and on schedule. Staff had a preapplication meeting for a project east of 307th that could contain 58 units. Staff also had a preconstruction meeting with the McKay Fields project team. DeBry is continuing to work on the mixed use ordinance.

8. ADDITIONAL BUSINESS

Larry Gonzales will not be here for the next meeting but would like the Commission to schedule the workshop for a time he will be in town.

9. ADJOURNMENT. Chairperson King adjourned the meeting at 8:29 pm. The September 10, 2014 meeting will be held at the North Plains Senior Center.

Stewart King, Chairperson

Margaret L Reh

Margaret L. Reh, City Recorder

Date approved 09/10/2014