CITY OF NORTH PLAINS PLANNING COMMISSION
REGULAR SESSION MINUTES
JUNE 11, 2014, 7:00 P.M.
NORTH PLAINS SENIOR CENTER
31450 NW COMMERCIAL STREET

1. Chairman King called the meeting to order at 7:00.

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

3. **ROLL CALL**
Commission: Commissioners Stewart King, Heather LaBonte, Jeff Low, Doug Nunnenkamp, Larry Gonzales and Garth Eimers present; Commissioner Daryl Olson and Ex-Officio Glen Warren unexcused absence.
Staff: City Manager Martha DeBry and Account Clerk Pam Smith present.
Audience: Matt Wellner and Jim Lange present.

4. **PUBLIC COMMENTS**
None.

5. **CONSENT AGENDA**
A. Approval of the Regular Session Agenda.
B. Approval of May 14, 2014 Regular Session Minutes. As a single motion, Nunnenkamp approved the consent agenda, LaBonte seconded it and it was approved unanimously.

6. **PUBLIC HEARING**.
A. 2-Year Extension Request for Sunset Terrace. After the Quasi-Judicial Script, covering two Public Hearings, was read by Smith, the first Public Hearing was opened at 7:05 pm. King asked if there were any declarations of conflict of interest, ex-parte contact or personal bias. Hearing none he requesting the Staff Report. DeBry noted the applicant was requesting their sixth extension on the Sunset Terrace application first granted on August 16, 2007. She said the applicant was waiting for final engineering approval from the City.

Matt Wellner, KKNW, LLC, (The Crandall Group) 1800 NW 167th Place, Beaverton, OR 97006 said this is a precautionary move as they are hoping to begin construction this summer. The need for a removal/fill permit and a review by NOAA Fisheries may threatened the ability meet the current expiration date.

Mr. Wellner said he had spoken with neighbor Laurie Verboort about her concerns involving the upkeep of the chain-link fence and the ditch along Gordon Road. He let her know that they would replace the fence if needed and the ditch would be Washington County's responsibility. He also addressed her concerns about construction hours, noise, dirt, etc., noting they would not be given any exceptions but would follow all City rules. Ms. Verboort would like to see all of her issues documented in writing.

LaBonte asked the applicant if they would be doing half street improvements. Mr. Wellner said they would be making improvements from the sidewalk to the ditch. Eimers

noted a typing error in the applicants letter indicating the final plat be recorded by December 18, 2013 instead of the correct date of 2014. The Public Hearing was closed at 7:15. With no other comments, LaBonte made a motion to approve the 2-year extension request for Sunset Terrace, Eimers seconded the motion, and it was approved unanimously.

B. Sunset Ridge Final Plat. A combined Quasi-Judicial Script was read earlier by Smith, this 2nd Public Hearing was opened at 7:16 pm. King asked if there were any declarations of conflict of interest, ex-parte contact or personal bias. Hearing none he requesting the Staff Report. Before City Manager, Martha DeBry, presented the Staff Report, LaBonte had a question about the application having the incorrect Tax Lot Number (TL#); the TL# changed from 1200 to 1500. DeBry noted she had spoken with the City Attorney and was assured the application was fine since the TL# had changed during the Partition process and the Metes and Bounds in the packet very specifically identifies the property correctly. Final Findings will have the correct Tax Lot number. DeBry noted the Development Agreement was still needed and said they were anticipating beginning construction this summer.

LaBonte noticed the plat had a different owner's name to which DeBry replied that the applicants are the current owners. Low reminded that the approval of Subdivisions run with the land. DeBry also asked that the Planning Commission feel free to contact her before the meetings with any questions they may have regarding an application or her Staff Reports.

Jim Lange, 12564 SW Main Street, Tigard OR, 97223, noted the change in Tax Lot number occurred as the Partition was in the works. He said they are close to having all permits in hand and are anxious to start construction this summer.

Eimers asked about the management of the traffic during the site work. DeBry said Washington County would regulate the construction situation including flagging. She also noted both Jackson School Road and West Union Road would be widened and that this subdivision was not a phased project.

LaBonte questioned the naming of streets, noting not all North/South streets were numbered to match up with Washington County grid. She thought we had agreed to match up to the County grid as much as possible. LaBonte said City Council had approved a list of street names and wondered if a condition of the approval of the plat could include a change in street names to match the numbered county roads. DeBry said the Planning Commission had the authority to approve the plat including a change of street names. King suggested approving the plat subject to City Council approving the street names. Low wondered if Washington County wouldn't prefer changing the names to match the County grid because of safety involving emergency response. DeBry said she would put this item on the City Council agenda for Monday, June 16, 2014.

The Public Hearing was closed at 7:44. Low approved the Sunset Ridge Final Plat subject to City Council review of the street names, Gonzales seconded the motion and it was approved unanimously.

7. **STAFF REPORT**. DeBry related the Smokehouse Summit was a success with about 10,000 people in attendance. Gonzales said the car show was great. DeBry noted the Senior Center had their most successful pancake breakfasts. King asked if there were any problems to which DeBry said the first year is always a learning experience.

Gonzales asked about the problem with the packet arriving late. DeBry said the goal is to get the packet out one week before the meeting. She noted all of the Public Hearing notices were done in the proper timeframe. King said if the Planning Commission feels it needs more time, it always has the option of tabling an issue to the following meeting or may choose to hold a special meeting. He also asked that a tax map be included in the packet with future applications.

8. **UNFINISHED BUSINESS**.
None.

9. **ADJOURNMENT**. King noted the next meeting would be on July 9, 2014, and would be held at the Senior Center. The meeting was adjourned at 7:53 pm.

Stewart King, Chairperson

Margaret L. Reh, City Recorder

Date approved 07/09/2014