

**WOODBURN PLANNING COMMISSION PUBLIC  
HEARING/MEETING MINUTES  
March 10, 2016**

**CONVENED:** The Planning Commission met in a public meeting session at 7 p.m. in the City Hall Council Chambers, with Chair Claudio Lima presiding.

**ROLL CALL:**

<b>Chair</b>	<b>Lima</b>	<b>Present</b>
<b>Vice-Chair</b>	<b>Piper</b>	<b>Present</b>
<b>Commissioner</b>	<b>Grigorieff</b>	<b>Present</b>
<b>Commissioner</b>	<b>Vacant</b>	
<b>Commissioner</b>	<b>Comer</b>	<b>Present</b>
<b>Commissioner</b>	<b>Corning</b>	<b>Present</b>
<b>Commissioner</b>	<b>Floyd</b>	<b>Present</b>

**Staff Present:** Jim Hendryx, Economic and Development Services Director  
Kate Foster, Associate Planner  
Vicki Spitznogle, Recording Secretary

Chair Lima opened the workshop/meeting at 7 pm, and led the Commissioners in the flag salute.

**Minutes**

The January 14, 2015 minutes were unanimously approved.

**Business from the Audience**

None

**Communication**

None

**Public Hearing: 1225 Brown Street (SUB 2015-02):** The property is 1.06 acres in area and is currently vacant. No known wetlands or floodplains exist on the site. The property is zoned Residential Single Family (RS). Abutting properties in the City are zone RS. Abutting properties in Marion County are zoned Urban Transition (UT-20). The owner requests approval for five lots with no variances from any Code requirements.

The recently approved Urban Growth Boundary does not change the property lines at 1225 Brown Street.

It was noted that the three properties sharing the driveway and the easement are usually the parties required to maintain a common driveway. Documentation will ultimately be recorded with specifications as to who is responsible.

Kirk Deignan, applicant, PO Box 892, Aurora, OR 97002 spoke, telling the Commission that a fire hydrant is located on-site and there is adequate water to the property.

## **STAFF RECOMMENDATION**

The Planning Division recommends that the Commission approve case SUB 2015-02 subject to the following conditions:

1. The property shall be developed in substantial conformity to the preliminary plans submitted and reviewed with these applications, except as modified by these conditions of approval.
2. The applicant or owner shall ensure all applicable City, state, and federal permits for work are obtained prior to the start of work and that the work performed meets the satisfaction of the permit-issuing jurisdiction.
3. This approval constitutes preliminary approval for the subdivision only, and not final approval. Subdivision final approval must be applied for separately with the City. The final subdivision must comply with the standards of Section 5.03.10 and ORS Chapter 92.
4. Prior to subdivision final approval, the Boundary streets, Brown Street and Vine Avenue, must be constructed, or bonded for construction, to meet the standards set forth in Sections 3.01.
5. Prior to subdivision final approval, the street lights and utilities must be constructed, or bonded for construction, to meet the standards of WDO 3.02.
6. Prior to subdivision final approval, the applicant shall show that the 20-foot access easement and maintenance agreement exists for lots 4 and 5, using the flag strip portion of lot 3.

Commissioner Piper moved to approve 1225 Brown Street, SUB 2015-02. Commissioner Comer seconded the motion. The motion passed unanimously.

### **Items for Action:**

Commissioner Floyd will be submitting a letter of intention to resign, as he is moving out of the City, and will no longer be eligible to remain on the Planning Commission.

### **Business from the Commission**

None

**Adjournment**

Commissioner Piper moved to adjourn the meeting and Commissioner Floyd seconded it. The meeting was adjourned at 7:34pm.

APPROVED



Claudio Lima, Chair

6/23/16  
Date

ATTEST



James N.P. Hendryx  
Economic & Development Services Director  
City of Woodburn, Oregon

7/11/16  
Date