

**WOODBURN PLANNING COMMISSION PUBLIC
HEARING/MEETING MINUTES
August 13, 2015**

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:

Chair	Lima	Present
Vice-Chair	Piper	Present
Commissioner	Grigorieff	Present
Commissioner	Vacant	
Commissioner	Comer	Present
Commissioner	Corning	Present
Commissioner	Vacant	

Staff Present: Jim Hendryx, Economic and Development Services Director
Robyn Stowers, Urban Renewal Manager
Jon Stuart, Assistant City Attorney
Vicki Spitznogle, Recording Secretary

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

Minutes

The December 11, 2014 minutes were unanimously approved.

Business from the Audience

None

Communication

Economics and Development Services Director Jim Hendryx introduced Robyn Stowers, Urban Renewal Manager. He also told the Commission about the department's new Associate Planner, Kate Foster. The next Planning Commission may occur towards the end of September, 2015. Hendryx brought the Commission up to date on the marijuana issue brought before the City Council.

Public Hearing:

A. 1020 Brown Street; SUB 2014-01; ZA 2015-02

The property is 1.2 acres in area and is currently vacant. No wetlands or floodplains exist on the site. The property is zoned Residential Single-Family (RS). Abutting properties in the City are also zoned Residential Single-Family.

Abutting properties in Marion County are zoned Urban Transition (UT-20). The owner requests approval for seven lots, with zoning adjustments for lot area and width.

Urban Renewal Manager Robyn Stowers gave the staff report.

STAFF RECOMMENDATION

The Planning Division recommends approval of cases SUB 2014-01, ZA 2015-02, subject to the following conditions of approval:

1. The property owner shall execute an acceptance of these conditions on a form provided by the City.
2. The property owner shall develop and maintain the subject property in accordance with all provisions of the WDO, whether or not addressed in the staff review, conditions of approval, or public hearing.
3. The property shall be developed in substantial conformity to the plans attached hereto as Exhibits A through D.
4. The property owner shall repair damage to Brown Street caused by utility installation, which may include repaving the frontage.

Discussion:

Vice-Chair Piper asked about the Arterial Collector Street being postponed. Is the developer responsible for street improvements, whenever they may occur? Hendryx stated that the developer is willing to dedicate it should the City require the improvement, although in reality that may be impractical.

Commissioner Comer asked about Comstock Avenue, and whether the developer will be required to put in landscape and sidewalks on Comstock. Urban Renewal Manager Stowers stated that the sidewalk is already there. The developer is required to landscape the area in question, along with planting two street trees.

It was noted that only Lot 2 will have direct vehicle access on Comstock Street. Lot 1 will have direct access on Brown Street, as will Lots 3-7.

Applicant Daniel Danicic, Del Boca Vista, PO Box 486, Newberg, OR 97132, talked about the seven lot subdivision proposal, and the variances being requested. Drainage concerns will be addressed during the engineering portion of the project.

Ted Zacker, 489 Tulip Avenue, Woodburn, wanted to know if these proposed homes would be intended as rentals or permanent homes. Danicic stated that they are intended as permanent homes.

Vice-Chair Piper said that the developer's zone adjustment request is consistent with the neighborhood. He is in favor of the application. Commissioner Comer concurred.

Commissioner Piper moved that SUB 2014-01; ZA 2015-02, 1020 Brown Street be approved and that the Chair be allowed to sign the Final Order. The motion was unanimously approved.

The applicant will submit plans to Public Works for their approval, and hopes to start initial development within the next three months, depending on the weather.

Items for Action:

A. Election of Officers

The Chair and Vice Chair shall be elected at the first meeting of the year. As this is the first meeting of 2015, a Chair and Vice-Chair needs to be chosen at this meeting.

Commissioner Corning moved that the same officers serve for another year. Commissioner Comer seconded the motion, and it was passed unanimously.

Business from the Commission:

Commissioner Comer requested further information about the two Planning Board vacancies. Director Hendryx said that the mayor would hopefully fill them soon.

The Board thanked Robyn Stowers for her participation.

Adjournment

Commissioner Piper moved to adjourn the meeting and Commissioner Grigorieff seconded it. The meeting was adjourned at 7:50pm.

APPROVED


Claudio Lima, Chair

11/12/15
Date

ATTEST


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

11/16/15
Date