

WOODBURN PLANNING COMMISSION WORKSHOP/MEETING MINUTES

November 29, 2012

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

ROLL CALL:

Chair	Bandelow	Present
Vice-Chair	Piper	Present
Commissioner	Corning	Present
Commissioner	Grigorieff	Absent
Commissioner	Lima	Present
Commissioner	Ellsworth	Present
Commissioner		Vacant

Staff Present: Jim Hendryx, Economic & Development Services Director
Jon Stewart, Assistant City Attorney
Don Dolenc, Associate Planner
Vicki Musser, Recording Secretary

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

Minutes

The November 8, 2012 minutes were unanimously approved.

Business from the Audience

There was none.

Communication

There was none.

Items for Action

There were none.

Public Hearing

ZC 2012-02, 3011 Newberg Highway, Ensign Trust: The applicant requested the removal of a zoning limitation presently restricting the use of the property, from Automotive Related Uses to any allowed use in the General Commercial (CG) zone (the Miles Chevrolet property). The relevant restriction allowed only vehicular and automotive-type sales and service. The applicant requested removal of that restriction, so that any choices allowed under the CG zone regulations would be allowed in the future. This property is within the Interchange Management Area (IMA). The Oregon

Department of Transportation (ODOT) informed the Planning staff that IMA restrictions do not apply to this property. There is presently no existing access to Newberg Highway, and ODOT does not plan to allow that in the future. The proposal by the applicant meets the WDO criteria, and ODOT has no objection. Staff recommended approval.

It is believed that the original limitation came about due to a specific plan being developed for the property, which accompanied the re-zone.

Applicant:

Matt Hastoe, 921 SW Washington St. #468, Portland, OR, concurred with the staff's recommendation. He wishes to be allowed to use the site without the present limitation.

Planning Commission Discussion:

Commissioner Piper asked if the application was subject to all the CG zone requirements and was told that it was.

Commissioner Lima made a motion to approve ZC 2012-02. Commissioner Piper seconded the motion, which was unanimously approved and passed without any conditions.

DR 2012-02, EXCP 2012-02, PLA 2012-03, SIGN 2012-038, 2325 N. Boones Ferry Road, Woodburn Memory Care: The applicant requested a Design Review for a 26,909 square foot group care facility with 48 beds in 28 living units, an Exception to Street Right-of-Way and Improvement Requirements for Boones Ferry Road, a Property Line Adjustment to relocate the property line between the two parcels, and a permit to establish a monument sign. The property is zoned Medium Density Residential (RM). Abutting properties are zoned Residential Single Family (RS).

The proposed facility does not meet certain guidelines for several areas, including

- private open space for each ground-level unit
- porch or recessed entry for each ground-level unit
- maximum overall dimension
- maximum ridge length of a roof
- garage parking

These are desirable guidelines, but the Planning Commission may still approve an application that does not meet the suggested architectural guidelines. The property is abutted, in part, by single family residential homes, and a wall must be erected along those boundary areas to protect the privacy of the abutting homes.

The Planning Division recommends approval of cases DR 2012-02, EXCP 2010-04, PLA 2012-03, and SIGN 2012-038, subject to the following conditions of approval:

1. The property owner shall execute an acceptance of these conditions of approval.
2. The property shall be developed in substantial conformity to the preliminary plans, except as modified by these conditions of approval.

3. The property owner shall record a legal document dedicating additional right-of-way on Boones Ferry Road, for a total dedication of 37 feet from centerline, in accordance with the standards of the Transportation System Plan (TSP).
4. Prior to issuance of a building permit for the proposed structure, the property owner shall verify that the colors shown for the perimeter wall apply to the refuse screening, or that the refuse screening will be of more than one color, in accordance with Section 2.104.07.F.3.
5. The property owner should create a reciprocal access easement between the two parcels, either by document or through the property line adjustment process, in accordance with the guideline of Section 3.104.03.A.2.a.
6. Directional pavement marking shall be provided at the southern access point, in accordance with Section 3.105.02.H.5.
7. Parking spaces shall be delineated with double parallel lines, in accordance with Section 3.105.02.H.6.
8. The property owner shall reduce the number of off-street parking spaces provided to a maximum of 14, or document that the proposed memory care facility is similar to a group home or group care facility, in accordance with Section 3.105.02.E.2.
9. The property owner shall enter into a non-remonstrance agreement with the City to participate in future street improvements to Boones Ferry Road.
10. The property owner shall either submit a revised landscape plan that demonstrates compliance with Section 3.106.03.A.2 or obtain a variance.
11. Prior to issuance of a building permit, the property owner shall provide the City with a copy of the recorded property line adjustment survey, in accordance with Section 5.101.08.B.5

Applicant:

Jaclyn Benge, 6720 Macadam Avenue, Suite 100, Portland, commented about the proposed design style. The applicants want to one story, residential style memory care facility, so that it blends in with other residences in the area. They plan to use neutral earth tones and to build steeper roof gables and different types of siding to create interest. The applicants have worked with the City to save as many trees as possible. They plan to meet all the conditions of approval, and hope to develop the property to the north as additional housing, in keeping with the same general style. Development is slated to begin in mid-February.

Planning Commission Discussion:

Commissioner Bandelow noted that the proposed building is attractive. Commissioner Ellsworth commented that no parking issues were apparent.

Commissioner Piper made a motion to approve with conditions, and authorized the Chair to sign a Final Order. Commissioner Lima seconded the motion, and it was unanimously approved by the Commission.

Workshop:

- A. The Woodburn Development Ordinance (WDO) rewrite schedule is not ready, and will be dealt with in a future meeting.

Director Hendryx passed around a section discussing Design Review and how applications are put into Type I, II or III categories. If design standards meet the criteria, the application is Type I. When they do not, they become a Type II or III review, and are brought before the Director (Type II) or the Planning Commission (Type III).

Chair Bandelow observed that it's a public service to make the public aware of what is being proposed. The Commissioners discussed the pros and cons of having various applications come before the Commission. A public hearing can result in things being brought up and addressed that might not otherwise be considered. It was noted that the fee schedule for different applications is set, regardless of whether the application comes before the Commission or not. The issue is the time it takes to be scheduled before the Commission, and ultimately the City Council. A large commercial or industrial project is required to come before the Commission, whereas a large residential project is not. This will be discussed further at the December 13th meeting, in order to reach a consensus as to what should come before the Commission in the future.

Items for Action

The next Planning Commission meeting is scheduled for Thursday, December 13, 2012.

Adjournment

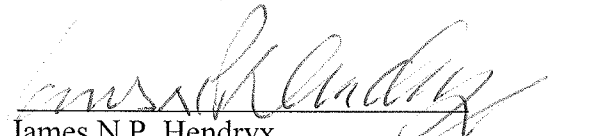
Commissioner Piper made a motion that the meeting be adjourned, and Commissioner Lima seconded it. The meeting was adjourned at 8:04pm.

APPROVED


Ellen Bandelow, Chair

Jan 24, 2013
Date

ATTEST


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

1/25/2013
Date