MINUTES
Planning Commission - Regular Session Meeting
Wednesday, October 9, 2019 North Plains Senior Center 7:00 PM

COMMISSION MEMBERS:
Chairperson Stewart King; Vice Chairperson Heather LaBonte
Planning Commissioners: Tom Hauth, Lonnie Knodel, Ryan Landon,
Doug Nunnenkamp, John Vater

COMMISSIONERS ABSENT:
Commissioner Nunnenkamp excused

STAFF PRESENT:
City Manager Andy Vamer, City Recorder Lori Lesmeister, City
Planner Heather Austin

OTHER:
1 CALL TO ORDER at 7:05 pm

2 PLEDGE OF ALLEGIANCE

3 ROLL CALL
   a) Commissioner Nunnenkamp excused.
      City Planner Heather Austin in attendance.

4 PUBLIC COMMENT: None

5 APPROVAL OF MINUTES:
   a) Review and approval of September 12, 2019, Regular Session Minutes (Thursday meeting)

      Motion to approve the September 12, 2019 Regular Session Planning Commission Minutes.
      Moved by Commissioner LaBonte. Second by Commissioner Knodel.
      Motion was approved unanimously.

6 PUBLIC HEARING:
   a) File 19-212 - Veteran’s Memorial Park Design Review

      Public Hearing opened at 7:05 pm
      Chair King asked for commissioners for any ex parte contact, conflict of interest or bias. Chair King noted that he has been appointed to the North Plains Parks Foundation and has asked staff if they felt that it would be a conflict of interest and was told no, it would not be. City Planner Heather Austin confirmed that King being on the Parks Foundation is not a conflict of interest. There were no challenges on this from anyone.
Commissioner LaBonte asked for clarification on the height of the flag pole, as the Staff Report says it will be 100 feet but the exhibits say 80 feet. City Planner Austin said the height has changed since the original exhibit was made and the pole will be 100 feet. Chair King asked if the term "Certificate of Occupancy" on page 21 is an appropriate term for this facility as it is not a 'building'. Austin said she will change the wording to say 'prior to use of the site as a public park'.

City Engineer Kyle McTeague with MurraySmith was in attendance representing the applicant. Chair King asked for clarification on the natural drainage areas. McTeague said the areas in red on drawing A000 in the packet are sensitive areas according to Clean Water Services, and need to be mitigated, so there will need to be some redesigning done to allow for that area. City Manager Varner said that because there are no parking requirements, there is an opportunity to cut the parking down to a minimum of two of ADA parking spaces to give more area to the memorial park area. And regarding the on-street parking, it was agreed that there should be signs to restrict parking hours and time limits. Austin said that this is really a 'use' approval rather than a structural approval, but because it is a Type 3 Design Review there was a neighborhood meeting that was posted for two weeks, but nobody attended that meeting.

No Proponents
No Opponents
No Neutral
No Rebuttal required
Commissioners agreed that the park should have 'mini park' amenities in the Master Plan.
Public Hearing closed at 7:23 pm

Move to accept File 19-121, Veteran's Memorial Park Design Review, with the amendments discussed and agreed upon at this evening's meeting
Moved by Commissioner Vater. Second by Commissioner LaBonte.
Motion was approved unanimously.

7 NEW BUSINESS: None

8 UNFINISHED BUSINESS:
   a) Brynhill Master Plan Notice of Decision

City Planner Austin said that regarding the Notice of Decision for File 19-061 that was approved at a Public Hearing on August 14, 2019, the Applicant reached out to the City on September 19, 2019 providing the Title Report for the Brynhill properties. The report identifies two easements on the property rather than four easements. Upon review of the Title Report, staff concurs that there are two rather than four easements on the property. Austin recommends changing the wording to say 'all' easements, rather than listing a specific number.

Staff is requesting consensus on this from the Planning Commission and asks that they direct staff to place a memorandum in the land use file identifying this discrepancy.
Chair King asked about the corner of tax lot 300 (just west of the Payne tract) and the area which was an old cemetery, but it is unclear if it was ever actually used. Stacey Connery with Pacific Community Design, representing the applicant of the Master Plan, said that they recently had an archeologist look at that property and it was confirmed that there are no remains on the property. They are in the process of working with Washington County Survey Department to vacate the easement through their official vacation process, even though the property has not been officially platted. Austin said that we will want a copy of the report done by the archeologist. With regards to Exhibit B Conditions of Approval (page 34 of the packet), consensus of all Commissioners to put a note in the file that replaces the specific number of easements to the word 'all' in condition #7, and that with regards to Condition #4, the last sentence is changed to reference Condition #3.

9 LAND USE APPLICATIONS PREVIOUS 30 DAYS
   a) Brief discussion regarding file 19-120, Vanderzanden property. City Planner Austin said the original plat lot lines are being re-established to be able to develop single family homes.

10 PLANNING COMMISSION COMMENTS
   a) Commissioner Hauth asked about the last home being built in the six lot Sunset Terrace II subdivision off of Gordon Road, as it is the lowest of those lots. He wanted to know who is responsible for overseeing it to make sure it is being looked at since it is in the floodplain. Brief discussion. Austin looked up the Notice of Decision from June 2018 and read part of it out loud.

11 STAFF COMMENTS
   a) City Planner Austin said that there are some code sections that we will be reviewing at a November Work Session.

12 ADJOURNMENT:

Submitted by:

[Signature]
Lori Lesmeister, City Recorder

Date Minutes Approved Nov. 13, 2019