

## GLADSTONE PLANNING COMMISSION MEETING MINUTES of January 19, 2016

Meeting was called to order at 6:30 PM.

### ROLL CALL:

The following City officials answered roll call: Commissioner Kirk Stempel, Commissioner Malachi de AElfweald, Commissioner Kevin Johnson, Commissioner Linda Neace, Commissioner Les Poole, and Chairperson Tammy Stempel.

### ABSENT:

None.

### STAFF:

Jolene Morishita, Assistant City Administrator; Ashley Driscoll, City Attorney; Clay Glasgow, City Planner.

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Chairperson Tammy Stempel asked for nominations for Chair and Vice Chair. Commissioner de AElfweald nominated Tammy Stempel as Chair. Commissioner Kirk Stempel nominated Tammy Stempel as Chair and Kevin Johnson as Vice Chair. Commissioner Johnson nominated Malachi de AElfweald as Vice Chair and the motion was seconded by Commissioner Poole. *Tammy Stempel was elected as Chairperson with a unanimous vote. Malachi de AElfweald was elected as Vice Chair with a unanimous vote.*

### CONSENT AGENDA:

1. Approval of December 15, 2015 Minutes.  
*Commissioner de AElfweald made a motion to approve the consent agenda. Motion was seconded by Commissioner Neace. Motion passed unanimously.*

### REGULAR AGENDA:

City Councilor Sieckmann wanted to thank the Commissioners for their service. He asked if there was anything the City Council could do to help. Councilor Johnson said that they have public hearings coming before them and they don't get any response from City staff. Councilor Sieckmann will look into that. Commissioner Poole said there is a lot of scuttlebutt going around regarding the Dahl Beach project. Councilor Sieckmann said that it went before the Parks & Rec Board, then approved by City Council and was going to move forward. There have been some citizen groups that have been very vocal about wanting to change some things in the proposal. The Port of Portland is talking with everyone involved and looking at possibly making some changes. Mr. Glasgow said he attended a meeting in December at the site and there were picketers. The consultants and the representatives from the Port of Portland listened to all of the input and will respond.

Chairperson Tammy Stempel made a few comments regarding the duties of the Planning Commission.

2. Public Hearing: Z0515-15-D, Design Review; City of Gladstone Public Works Operations Yard – New Portable Office Building located at 18595 Portland Avenue, west side of Portland Avenue south of Duniway Avenue. Zone designation LI, Light Industrial. Use as proposed is allowed outright, subject to Design Review.

None of the Commissioners wanted to disqualify themselves and all of them have visited the site. None of the audience members had any objections.

Mr. Glasgow went over the staff report. He explained that Gladstone does not have a code that addresses temporary structures. He did not receive any objections to the project. Commissioner Poole had questions regarding public access to the building – Mr. Glasgow said that it is not considered a public access building.

Chairperson Stempel asked how the utility lines would be screened from public view. Jim Whynot, Public Works Director/Applicant said all the lines will be underground. Ms. Stempel had a question regarding the window to wall ratio. Mr. Glasgow said that it is a temporary structure and they could ask for a time limit to meet the requirements for windows and landscaping. There was discussion regarding the placement of the structure, visibility, size, necessity, etc.

Public Testimony: None.

*Commissioner Neace made a motion to close the public testimony. Motion was seconded by Commissioner Kirk Stempel. Motion passed unanimously.*

Discussion: Commissioner Kirk Stempel said that the current office is dirty and noisy.

Chairperson Tammy Stempel said that since this is a temporary structure they can approve it and defer the three questionable sections discussed (windows, sidewalks, and landscaping). There was discussion regarding the timeline. Mr. Glasgow recommended stating the requirements be met within two years, with the possibility for extensions if necessary.

*Commissioner de AElfweald made a motion to approve the application as recommended by Staff. Motion was seconded by Commissioner Johnson. Motion passed unanimously.*

3. Public Hearing: Z0517-15-D. Design Review: Converting Existing Residence to Office Use. Property is located at 160 Portland Avenue, southwest corner of the intersection of Portland Avenue and Arlington Street. Zone designation C-2, Community Commercial. Proposed use is allowed outright in the C-2 Zone subject to Design Review.

None of the Commissioners wanted to disqualify themselves and all of them have visited the site. None of the audience members had any objections.

Mr. Glasgow went over the staff report. There was a brief discussion regarding parking. The applicants said that most of their clients use the bus for transportation, but the driveway has enough room for four vehicles and they will work with any neighbors who have concerns. They will have the trash/recycling bins screened. They explained that there is a ramp in the back of the building for ADA accessibility.

Public Testimony: None.

*Commissioner de AElfweald made a motion to close the public testimony. Motion was seconded by Commissioner Kirk Stempel. Motion passed unanimously.*

Discussion: Commissioner de AElfweald said that there seems to be plenty of parking.

*Commissioner de AElfweald made a motion to approve the application as recommended by Staff, including the appropriate screening enclosure for the trash/recycling bins. Motion was seconded by Commissioner Nease. Motion passed unanimously.*

Discussion: Mr. Glasgow asked for an opinions regarding the screening of equipment on top of the 24 Hour Fitness building. It was agreed that any changes need to come back before the Planning Commission.

There was a discussion regarding City departments providing input on applications. Tammy Stempel asked if the County receives a stamped civil engineering/geo tech plan/report for a civil project and the stamp is fraudulent what would they do? Mr. Glasgow said that if it is determined that the report was done by an individual who is not licensed/registered through the State of Oregon the application would become invalid.

**ADJOURN:**

*Commissioner Kirk Stempel made a motion to adjourn. Motion was seconded by Commissioner Poole. Motion passed unanimously. Meeting adjourned at 7:47 PM.*

Minutes approved by the Planning Commission this 17<sup>TH</sup> day of FEBRUARY, 2016.

  
Tamara Stempel, Chair