

MINUTES OF PLANNING COMMISSION MEETING – July 16, 2013

Call to Order at 7:02 p.m.

Roll Call: The following Planning Commission members answered the roll call: Michele Kremers, Craig Seghers (after sworn in), Pat McMahon, Kim Sieckmann, Kirk Stempel, and Tamara Stempel.

Absent: Sean McDonnell

Staff: Clay Glasgow, City Planner; David Doughman, City Attorney; Jolene Morishita, Assistant City Planner; and Scott Tabor, Public Works Director.

Oath of Office:

Assistant City Planner Morishita administered the oath of office to new Commissioner Craig Seghers.

Consent Agenda:

1. Minutes of January 25, 2013 Meeting

Commissioner Kim Sieckmann moved and Pat McMahon seconded a motion to approve the consent agenda consisting of the minutes of January 25, 2013.

Motion carried unanimously.

Regular Agenda:

2. Public Hearing: Z0312-13-D, drive-thru coffee shop on Parcel 3 o the Walgreens property, 20180 McLoughlin Blvd. The entire development received general approvals through the master plan for the site, with a condition being development on the remaining two pads come back for specific design review. Chair Tamara Stempel opened the hearing at 7:06 p.m. She explained the hearing format and asked if there were any ex-parte contacts or conflicts of interest to declare. There were none. Commissioners were asked if they visited the site. Commissioners Michele Kremers, Patrick McMahon, Craig Seghers, Kim Sieckmann, Kirk Stempel, and Chair Tamara Stempel visited the site. Chair Tamara Stempel asked the audience if they wished to make a challenge of any commission member's impartiality or ability to participate. There was no response. She asked if there were any objections to the commission's jurisdiction to consider this matter. There was no response.

Staff Report: City Planner Glasgow submitted a staff report for Commission review. He introduced Zack Waters and Craig Harris, the applicants. This proposed development (drive-thru coffee facility) is for Parcel 3 of the Walgreens Subdivision. There is no interior seating. ODOT (Oregon Department of Transportation), Oak Lodge, Chief Pride, and Gladstone Environmental Services have responded with no comments. There have been no accidents at the new right-in off of McLoughlin Blvd. The site will be served by internal circulation; there is no separate driveway off of Arlington or McLoughlin. There is a current fill application is to remove a portion of the fill and replace it with engineered fill.

City Planner Glasgow reported the Planning Commission is authorized to approve design review applications pursuant to Subsection 17.94.060(2)(c) of the Gladstone Municipal Code. Planning staff recommends the Planning Commission approve the design review application based on the submitted application materials, subject to 19 Conditions of Approval as proposed.

Questions from the Commissioners:

- Have the applicants addressed bank erosion? Answer: City Planner Glasgow reported a formal design review was done on the fill. The fill has been put in and it has resulted in lifting the site out of the flood plain. A conditional letter of map revision now identifies that the property is not in the flood plain.
- There is a bike rack on the side of the building; what are the bike limitations for this proposal? Answer: City Planner Glasgow stated the applicant is required to have at least one bicycle rack.
- Will a more detailed landscape plan be required? Answer: City Planner Glasgow explained this will be part of the applicant process after development.

Applicant Presentation: Zack Waters, 16816 SW Ragetto Street, Sherwood 97140 currently owns the Black Rock across from Wells Fargo Bank. He has worked on that project for three years and would like to expand his business. Craig Harris, 4875 SW Griffith Drive, Suite 300, Beaverton 97005 represents Tom Rocca and Seven Hills Property which owns the property. He was part of the process for the original design review and the fill permit. The site was master planned for retail spaces on the other two lots that are not Walgreens. The high water mark is quite a bit down the bank. The flood plain is 3-feet below the lowest elevation. The site is for a drive-thru, however, walk-ups and bikes are allowed.

Questions from the Commissioners:

- Is the southwest turning radius adequate? Answer: City Planner Glasgow stated there were no concerns about the turning radius; however, he will double check the standards.
- Are the parking standards met? Answer: City Planner Glasgow noted the three parcels on this site have shared parking. At full build-out, parking minimums will be met.
- Is there a discrepancy on site lines between the tax map and the site plan? Answer: Mr. Waters stated the original partition was done and approved. This was more of a lease line. They are in the process of doing a lot line adjustment to make this match. City Planner Glasgow noted he received a message regarding applying for a lot line adjustment.
- When the lot line is adjusted, will the walkway be strictly on the property. Answer: Mr. Waters noted there is an internal circulation for pedestrian and vehicular traffic. He does not see it as an issue.
- Are there concerns with the trash and recycling? Answer: Mr. Waters stated this is based on the fact that it is a shared unit.

- Will the access to the site be coming through the Walgreen's parking lot? Answer: Mr. Waters noted there are two accesses; one right-in only off McLoughlin and the exit is on Arlington.
- Are there plans for more upgrades at the Arlington/McLoughlin intersection? Answer: Mr. Water said they improved the sidewalk, made the right-turn pocket, ADA ramps on all three sides and relocated the bus stop to the other side. They have no control over other property.
- Is there concern with the fact that there are no windows on the northerly and southerly side of the structure? City Planner Glasgow does not see an issue with the structure having no windows on those sides.

There were no further questions from the Commission.

Public Testimony in Favor: None

Public Testimony in Opposition: None

Applicant Rebuttal: None

Commissioner Kim Sieckmann moved and Commissioner Pat McMahon seconded a motion to close the public hearing.

Motion carried unanimously.

Commission Discussion:

City Planner Glasgow reported 17.25 of the Gladstone Municipal Code deals with those areas identified as a Habitat Conservation Area. On this site the entire master plan development mitigated with a 4-parcel subdivision. Three parcels are being developed and the other parcel was deeded to the City and planted. This more than satisfies Section 17.25.

Suggested Changes:

- Remove Condition #10 because it is covered on the plans. City Planner will reword the finding requiring a bicycle plan and remove Condition #10.

Commissioner Kim Sieckmann moved and Commissioner Kirk Stempel seconded a motion to recommend to Planning Commission's approval of Z0312-13-D, drive-thru coffee shop on Parcel 3 of the Walgreens property 20180 McLoughlin Blvd. The entire development received general approval through the master plan for the site, with removal of Condition #10 leaving 9 conditions proposed by staff.

Motion carried unanimously.

2. Public Hearing: Road name proposal; Jared Colton. "Larissa Lane," new street off Tim's View Avenue to serve parcels created through planning file Z0384-11-M. Chair Tamara Stempel opened the hearing at 7:40.

City Planner Glasgow reported the Planning Commission has the authority to approve or deny road names. He has checked and found there are no roads with the name "Larissa Lane" in Gladstone or nearby. This is a private road not a public city road. The road is roughed in. This new road comes from a partition that was approved in 2011 by staff.

Applicants Presentation: Jared Colton, 19020 S. McCuen Road, Estacada stated he is looking for approval to name the private drive that serves multiple properties.

Commissioner Kim Sieckmann moved and Commissioner Michele Kremers seconded a motion to approve the road name change to "Larissa Lane" of the previously approved file of Z0384-11-M.

Motion carried unanimously.

Other Business: None.

Upcoming Commission Considerations:

- City Planner Glasgow presented a map of the flood plain, flood way, habitat conservation area and water quality.
- Partition application having to do with habitat conservation.
- Discussion regarding accessory buildings in the residential zones.

Business from the Commission:

- Apartment complex on Webster Road has withdrawn their application.
- Should the Planning Commission be looking at a larger zone change to increase commercial and industrial property? City Planner noted this will be a very large project which requires a lot of staff time and money. It is up to the Council to decide if this is a project to take on.
- David Doughman let the Commission know about the Client Appreciation Seminar on September 13, 2013 from 8:30 a.m. 12:30 p.m. at the Jenkins Estate. Breakfast will be served. The topic this year is land use.

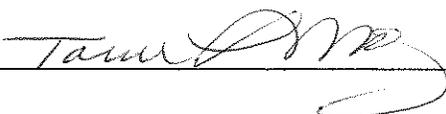
Adjourn:

Commissioner Kim Sieckmann moved to adjourn the Planning Commission meeting. Commissioner Pat McMahon seconded the motion.

Motion carried unanimously.

Chair Stempel closed the Planning Commission meeting of July 16, 2013 at 8:02 p.m.

Minutes approved by the Planning Commission this 21ST day of NOVEMBER, 2013.

 Tamara Stempel, Chair