

## GLADSTONE PLANNING COMMISSION MEETING MINUTES OF MARCH 19, 2024

Meeting was called to order at approximately 6:30 P.M. (In Person/Via Zoom Platform).

### **PRESENT:**

Commissioner Jennifer Volbeda, Commissioner Jacob Wease, Commissioner Andriel Langston, Commissioner Andrew Labonte, Commissioner Thomas Mersereau, Chair Natalie Smith

### **ABSENT:**

Commissioner Patrick Smith

### **STAFF:**

Heather Austin, Senior Planner; Tami Bannick, City Recorder

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### **CONSENT AGENDA:**

#### **1. APPROVAL OF FEBRUARY 20, 2024 MEETING MINUTES:**

*Commissioner Wease made a motion to approve the February 20, 2024 minutes. The motion was seconded by Commissioner Volbeda. Ms. Bannick took a roll call vote: Commissioner Mersereau – yes. Commissioner Labonte – yes. Commissioner Langston – yes. Commissioner Wease - yes. Commissioner Volbeda - yes. Chair Smith – yes. Motion was passed unanimously.*

### **REGULAR AGENDA**

#### **2. MONTHLY PLANNING REPORT – FEBRUARY 2024:**

Heather Austin advised February had a typical number of tasks to do with slightly less customer service responsibility. The Planning Department instituted a website to answer basic questions such as property setbacks, how to build an ADU, other basic information, and where to find city code. Having this may have helped reduce the number of customer service calls and emails received on a daily basis.

Ms. Austin also advised the home occupation language for Gladstone Municipal Code was approved by City Council in March. Revisions were emailed to the Planning Commission related to family childcare in homes as well as showing language clarification from the city attorney's office. City Council approved with one change to the notification distance from 100 feet to 200 feet.

There have been a couple preapplication conferences but no applications have been received on those yet.

The Gladstone Town Center Stakeholder Advisory Committee kicked off this week.

#### **3. PUBLIC HEARING: FILE CU-24-01, RIVER INTAKE PUMP STATION (RIPS). MANUAL ANNUAL TRANSFER SWITCH AND DOCKING STATION TO ALLOW TRAILER-MOUNTED GENERATORS TO BE CONNECTED TO FACILITY IN EMERGENCY SITUATIONS, 105 E. CLACKAMAS BLVD, CITIES OF LAKE OSWEGO & TIGARD:**

The public hearing was opened at 6:35 p.m.

Chair Smith asked the commission if any member wished to disqualify themselves for any personal or financial interest in this matter or ex parte. Commissioner Volbeda – no ex parte contact, has visited the site. Commissioner Wease – no concerns, has been to the site in the past but not in relation to this. Commissioner Langston – no ex parte contact, has not been to the site. Commissioner Labonte – no ex parte contact, have been by the site. Commissioner Mersereau – no contact, has been by the site but not recently. Chair Smith – no ex parte contact, has been by the site several times.

Audience challenges to the right of any commissioner to hear the matter: None

Audience challenges to jurisdiction of this body to act on behalf of the City Council in this matter: None.

Chair Smith cited Oregon Land Use Laws that requires all issues to be raised if the issues are to be appealed.

Heather Austin presented the staff report. This proposal is to add a manual transfer switch and docking station, which looks like exterior electrical equipment, near existing electrical equipment on the northwest corner of the property located at 105 E. Clackamas Blvd, Gladstone, Oregon. Adding this will allow Lake Oswego Public Works staff to connect a temporary as-needed trailer-mounted generator to the facility during times of downed power such as during extreme weather incidents. The zoning is an open space, and the property size is under 0.3 acres.

This is a conditional use permit because it is in a habitat conservation area within an open space zone. There is also a construction management plan which will be required because of the location if a building or grading permit is required. This part of the property is in the flood management area district; however, they did not need to process a flood management permit since the elevation of the area is considerably higher than the flood elevation. Noise impacts were considered.

The City recommends approval of this conditional use permit and construction management plan with the condition of approval that the construction management plan be followed throughout development of the electrical cabinets on site.

**Applicant or Representative Response:**

Eric Eisemann from E2 Land Use Planning at 2554 NE 48<sup>th</sup> Avenue, Portland, OR 97213 reported that they do not have anything of new substance to add to the staff report or to the application materials. Eric was in attendance with the following people: Daniel Payne, Project Manager for Lake Oswego Public Works; Stefan Broadus, Lake Oswego Assistant City Manager; Bret Bienerth, Lake Oswego Water Treatment Plant Manager; Kelly Kimball, Brown and Caldwell Contractors.

Commission questions were answered from the applicant and representative team. There will be a concrete extension poured from an existing electrical cabinet to allow conduits, cable, and infrastructure to be installed. Any above ground assets that may require removal will be replaced. This extension will not encroach on any other paved path. The generator will be powered by diesel. The generator engine generally exhausts out of the top. Any generator used in an emergency situation will be rented and placed temporarily on site with at least one delivery of fuel per day to run continuously to pump water. Any temporary generator will be placed on the bridge structure in the area unless it is too large in which case it will be placed in the parking lot. It is not believe that there are additional filters on commercial grade generators. During the project planning, about 6-7 alternatives were considered, and this was the best solution considering impacts to the community, construction considerations, and costs. If this location loses power, West Linn cannot run their water treatment plant which means about 100,000 residents in Lake Oswego and Tigard will not have access to water.

**Public Testimony:**

Angela Holt, Gladstone resident, lives next door to the station. She appreciates receiving the update and how thorough the information is. She expressed concerns about noise, exhaust, aesthetic, and minimizing impact to the area.

*Commissioner Langston made a motion to close the public hearing. Motion was seconded by Commissioner Volbeda. Ms. Bannick took a roll call vote: Commissioner Volbeda – yes. Commissioner Wease – yes. Commissioner Langston – yes. Commissioner Labonte - yes. Commissioner Mersereau – yes. Chair Smith – yes. Public hearing was closed at 7:20 p.m.*

The commission would like some additional wording added to the permit request. The City will add a second special condition of approval that says, "Operations. When a generator is brought to the site for operations in an emergency situation, the operators will make every effort to obtain the smallest and least impactful unit available that can serve this site with filtration if available."

*A motion was made by Commissioner Wease and seconded by Commissioner Labonte to reopen the public hearing to hear the comments from the applicant and representative team. The public hearing was reopened at 7:25 p.m.*

Stefan Broadus offered feedback on the language that adding "reasonable effort" will be helpful because "every effort" could include looking for generators that are too far away or are close by but extremely expensive. Adding "reasonable effort" gives room to make practical decisions and does not commit the city to making poor economic or logistical decisions. There is no objection to wording use of "reasonable effort," "filtration," and "notification of Public Works in a timely manner."

*Commissioner Wease made a motion to close the public hearing. Motion was seconded by Commissioner Volbeda. Ms. Bannick took a roll call vote: Commissioner Volbeda – yes. Commissioner Wease – yes. Commissioner Langston – yes. Commissioner Labonte - yes. Commissioner Mersereau – yes. Chair Smith – yes. Reopening of the public hearing was closed at 7:30 p.m.*

Ms. Austin read the final conditional use permit added condition as, "Operation. In an emergency when a generator is used on the site, a reasonable effort will be made to obtain the smallest and least impactful unit with filtration if available that will provide emergency power to the site. Operators will notify Gladstone Public Works that a generator is in use on the site in a reasonable time frame."

*Commissioner Volbeda made a motion to approve application CU-24-01 with the two conditions of approval: 1) The construction management plan, and the additional of condition #2) Operation: In an emergency, when a generator is used on site, every reasonable effort will be made to obtain the smallest and least impactful generator needed to appropriately service the site, with filtration if available, that will provide emergency power to the site, as written by city staff and operators will notify the Gladstone Public Works Department that a generator is in use on the site in a reasonable amount of time. Motion was seconded by Commissioner Langston. Ms. Bannick took a roll call vote: Commissioner Langston – yes. Commissioner Wease – yes. Commissioner Volbeda – yes. Commissioner Mersereau - yes. Commissioner Labonte – yes. Chair Smith – yes. Motion was approved unanimously.*

4. **PUBLIC HEARING: DR-24-01, EXPANSION OF EXISTING ICSB BUILDING WHICH INCLUDES ADDITION OF A NEW 1,500 SQ. FT SECOND STORY ON THE EXISTING BUILDING AND ADDITION OF NEW 3,900 SQ. FT. 2-STORY BUILDING ATTACHED TO REAR OF EXISTING BUILDING REMOVAL OF HOME AT 420 W ARLINGTON TO ADD PARKING AND LANDSCAPING. 430 W. ARLINGTON, TONG WU/ICSB – OWNER; METRO PLANNING, INC. – ARCHITECT.**

This item has been postponed until April 16, 2024.

**BUSINESS FROM THE PUBLIC:**

None.

**BUSINESS FROM THE PLANNING COMMISSION:**

**Commissioner Volbeda:**

None.

**Commissioner Wease:**

He thanked the Commission for reopening the public hearing to hear the comments from their neighbor city, and he thanked Ms. Austin for her thoughts and work on the additional condition statement.

**Commissioner Langston:**

None.

**Commissioner Mersereau:**

He was excited about the beautiful first spring day.

**Commissioner Labonte:**

He brought up that he noticed the pedestrian path at Meldrum Bar Park near the RC track was clear for about a week and then got covered back up a week later.

He attended the first Gladstone Town Center Stakeholder Advisory Committee meeting. Many business owners talked about practical issues such as roadway flooding, signage, and beautification. He is excited to hear a variety of conversations that will come up in future meetings.

**Chair Smith:**

She expressed appreciation to the Commissioners for coming to meetings prepared so a lot of work can be done in a short amount of time.

**ADJOURN:**

*Commissioner Volbeda made a motion to adjourn the meeting. Motion was seconded by Commissioner Wease. Ms. Bannick took a roll call vote: Commissioner Mersereau – yes. Commissioner Labonte – yes. Commissioner Langston – yes. Commissioner Wease - yes. Commissioner Volbeda – yes. Chair Smith – yes. Motion was approved unanimously.*

Meeting adjourned at 7:43 p.m.

**Upcoming Meeting Dates:**

April 23, 2024 @ 5:30 p.m. is a joint session with City Council.

Minutes approved by the Planning Commission this 16 day of April, 2024.



Natalie Smith, Chair