

## GLADSTONE PLANNING COMMISSION MINUTES of June 18, 2019

Meeting was called to order at approximately 6:30 P.M.

### ROLL CALL:

Chair Randy Rowlette, Commissioner Andriel Langston, Commissioner Natalie Smith, Commissioner Les Poole, Commissioner Patrick Smith

### ABSENT:

Commissioner Malachi de AElfweald, Commissioner Libby Wentz

### STAFF:

Tami Bannick, City Recorder; Lizbeth Dance, Planner; David Doughman, City Attorney; Mike Funk, Fire Marshal; Councilor Mersereau

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### CONSENT AGENDA:

1. **Approval of May 21, 2019 Meeting Minutes**

Commissioner Patrick Smith asked Ms. Bannick if she had followed up on the item he asked about at the last meeting – this will be discussed in agenda item #4.

*Commissioner Patrick Smith made a motion to approve the Consent Agenda. Motion was seconded by Commissioner Poole. Motion passed unanimously.*

### REGULAR AGENDA:

2. **Monthly Planning Report – May 2019**

Ms. Dance went over the report. The customer service contacts were standard. Phone calls went up again. There were no new building permits, no new pre-apps. There were four administrative decisions. The plans for Dick Hannah Nissan addition were approved at the last meeting and the appeal period closes on June 19<sup>th</sup>. There has been no action on Carz Planet. She will check on their completion timeline.

*Commissioner Natalie Smith made a motion to approve the monthly planning report for May 2019. Motion was seconded by Commissioner Langston. Motion passed unanimously.*

3. **Public Hearing: File Z0239-19-E – Expansion of the existing 1,600 sq. ft. legally non-conforming Children’s Golf Course Clubhouse building, 19825 River Road, to include a 2,600 sq. ft. structural addition, landscaping and drainage improvements, and other minor site improvements. No change to the hours or intensity of the business operation is proposed. Marti Loeb, owner; Jamie Huffman, Orangewall Studios, applicant:**

Chair Rowlette opened the public hearing and went over the procedures/rules for public hearings. He said that a decision may be made by the Commission at the close of the public hearing or the matter may be continued to a time/date certain. Any party may request a continuance of this hearing or may request the record remain open for seven days. If the matter is continued to a date certain this will be the only notice of that date received. The Commission’s decision will be final unless appealed to the City Council.

He asked if any members of the Commission wished to disclose any ex parte contacts, bias, or conflicts of interest – none did. He asked if members had visited this site. Commissioners Langston

has visited the site. Commissioner Natalie Smith has visited the site. Chair Rowlette has visited the site. Commissioner Poole has visited the site. Commissioner Patrick Smith has visited the site. Chair Rowlette asked if any members of the audience wished to challenge the jurisdiction of the Commission to hear this matter – none did. He asked if any members of the audience wished to challenge any Planning Commission member’s ability to participate – none did.

Ms. Dance went over the staff report. There is an addendum to also add a storage facility that is approximately 960 sq. ft., which will be used as a temporary office space during construction and then used as a storage facility after completion. Public notice was sent out as required by code. Some comments were received from Water Environmental Services, Public Works, and the Fire Department – all were incorporated in the staff recommendation as conditions of approval. There have been some concerns regarding parking at Meldrum Bar Park in association with the driving range area – this project is located further up on the property, adjacent to River Road. There will be 24 parking spaces provided, including 2 ADA spaces – the requirement is 18 spaces. Staff is recommending approval of the project.

**APPLICANT TESTIMONY:**

There was further discussion/clarification regarding parking spaces and issues with people from the apartment complex using parking spaces.

**PUBLIC TESTIMONY:**

None.

**DISCUSSION:**

Fire Marshal Funk said he has been working with Mr. Huffman and is satisfied with the resolution they have come to – his concerns have been resolved.

*Commissioner Natalie Smith made a motion to close the public hearing. Motion was seconded by Commissioner Poole. Motion passed unanimously.*

**DISCUSSION:**

Commissioner Poole said the design and constraints they are working with look like they are well thought out. His only concern is the color/aesthetics of the storage building – he wants the neighbors to be happy. He hopes that they won’t be hearing about parking issues in the future. Commissioner Natalie Smith asked if there was an estimated completion date – Ms. Dance did not know, however, the storage facility being used as a temporary office space is only allowed for 12 months.

*Commissioner Patrick Smith made a motion to approve File Z0239-19-E. Motion was seconded by Commissioner Natalie Smith. (Commissioner Langston pointed out an error – in the summary the File says Z0239-19-D – Ms. Dance will correct that, as well as one in the decision that says “plat” instead of “plan”) Ms. Bannick took a roll call vote: Commissioner Langston – yes. Commissioner Natalie Smith – yes. Commissioner Poole – yes. Commissioners Patrick Smith – yes. Chair Rowlette – yes. Motion passed unanimously.*

Chair Rowlette informed the applicant about the time limits/renewing process.

4. **Continued Discussion of Possible Changes to Extension Compliance (time limits) in the Gladstone Municipal Code:**

Ms. Bannick said that based on the last meeting on May 21<sup>st</sup>, she did a brief review of codes from the cities of Oregon City, West Linn, and Milwaukie and added excerpts from those (in red/yellow).

She added the language that the extension must be submitted 90 days prior to expiration, as they discussed at the last meeting. Commissioner Poole feels that it makes more sense to extend the timeline to two years. Chair Poole clarified that they would like the time limit to be two years (instead of one) and that it may be renewed by the City Administrator or designee (if there are no changes) to make it easier to get things done. Mr. Doughman asked if the Commission wanted to take a similar approach with all of the changes made in red, or just in design review. The Commission felt it should be across the board to make everything consistent. There was discussion regarding issues with extensions not being processed before they expired. Ms. Betz is aware of the proposed changes. There was discussion regarding extensions when there are changes being made – it was agreed that those would have to come before the Planning Commission for approval. Mr. Doughman and Ms. Dance will work on the draft for City Council. There was further discussion regarding various scenarios. Ms. Dance said if they are going to change the time limit to two years throughout, there is one section, “Final Plat”, where the two year timeline is a bit different so changing it to two years might not make sense – she recommends keeping that at one year. The Commissioners agreed.

#### **DISCUSSION – COMPREHENSIVE PLAN:**

Councilor Mersereau said he has concerns regarding the Comprehensive Plan. The City seems to take a “kick the can down the road” approach. He feels that a comprehensive plan is the basis of everything: How do you want to run the city? How do the citizens want us to run the city? He said the last estimate he heard was that it will take two years and \$200,000 to get it done. What will we gain and do we even want to do this? His belief is that we still want to do it, that it is an important thing, but he hates to go through and rebuild the City and come up with a comprehensive plan after the fact. The most recent comprehensive plan is from 1979, with updates made in 1987. The “goals, objectives, policies and implementation” was last updated in October of 2006.

Commissioner Patrick Smith said that House Bill 2001 is supposedly going to redo zoning for cities over 10,000 people – it looks like it is going to pass through the legislature. That could have a huge effect on a comprehensive plan away from the industrial parts. He asked what the first step would be. Commissioner Natalie Smith feels it is imperative to have a current comprehensive plan. Commissioner Poole said we have to have a comprehensive plan. He said there are some things that could be done without the whole plan being done.

The Planning Commission agreed that they need to do something and that this will be a huge undertaking. Mr. Doughman said the first thing they need to do is decide as a community how much they want to get in there and tinker with it. He said they could have the City Council appoint a small committee that might include a paid person/land use consultant/facilitator to go through it within a timeframe and come back with a recommendation such as start over, look at specific sections, etc.

Commissioner Poole said part of what they would be doing is cautiously inviting development and helping steer it in the right way. He said we have an expectation for population growth – we need to act. He suggested having another joint meeting in the future. Councilor Mersereau said he is hoping to have a joint work session in July to discuss this issue.

Mr. Doughman said that House Bill 2001 basically says if you’re over 10,000 people you can’t prohibit certain types of housing in certain zones. If it passes no city will have a say in regard to affordable housing.

#### **BUSINESS FROM THE COMMISSION:**

**Chair Rowlette:**

Update on Civic Center Tri-Met bus stop request: Tri-Met's response was that they would have to change their whole bus route and have to put in sidewalks on Glen Echo, etc. He said they could go down Portland Avenue and turn around in the High School's parking lot, have the bus stop in that area, and then go straight down Portland Avenue and back onto Abernethy. Ms. Bannick said a representative from Tri-Met will be attending the July 16<sup>th</sup> Planning Commission meeting.

**Commissioner Poole:**

He wanted to remind everyone that they will be closing the pedestrian bridge soon.

Ms. Bannick said she has been in contact with the League of Oregon Cities regarding land use training – it looks like they are going to be sponsoring some training during the day on Tuesday, August 20<sup>th</sup> from 9:00 a.m. – 4:00 p.m. at the Gladstone Senior Center. She will follow up with the Planning Commission when she has more information.

**ADJOURN:**

Meeting adjourned at approximately 8:19 P.M.

Minutes approved by the Planning Commission this 22 day of AUGUST, 2019.

  
Randy Rowlette, Chair