

BOARDMAN PLANNING COMMISSION MINUTES – JUNE 15, 2022

Commission Chair Jacob Cain called the meeting to order at 7:03 p.m.

Commissioners
in Attendance: Sam Irons (Arrived at 7:16 p.m.), Jennifer Leighton, (In Person) Jacob Cain, Karla Jimenez, and Ragna TenEyck (Via Zoom)

Commissioners Absent: Ethan Salata, and Zach Barresse (Unexcused)

Staff: Karen Pettigrew, City Manager; Jenn Rollins, City Recorder / HR; Rick Stokoe, Chief of Police/Assistant City Manager; and Carla McLane – Planning Official

Audience: Teresa Penniger (ODOT), Matt Hughgart (Kittleson), Stephanie Case – Morrow County Planning Department

FLAG SALUTE

MINUTES

Commissioner Leighton made a motion to approve the minutes from February 24, 2022, and commissioner Jimenez seconded the motion. After notation of a change, Commissioner Leighton withdrew her motion. Commissioner Leighton made a motion to approve the minutes from February 24, 2022 with the correction noted by Planning Official McLane. Commissioner TenEyck seconded the motion.

Roll Call Vote: Commissioner Cain – Yes; Commissioner Leighton – Yes; Commissioner TenEyck – Yes; Commissioner Jimenez – Yes.

The motion passed 4-0 with 3 absent.

DISCUSSION ITEMS

- Planning Official McLane thanked the Zoom attendees for joining, and introduced herself and presented a summary of her work background to the Planning Commission.
- Commissioner Chair Cain asked Planning Official McLane to provide the Planning Commission with training in the future.
- Planning Official McLane also encouraged the commissioners to reach out to her with any questions they may have.
- Commissioner Irons asked about updating code, and asked if that was a project the Planning Commission could work on; Planning Official McLane shared that the code is a project that she intends to work on. Commissioner Irons also asked if the commissioners could be assigned official city email addresses; Chief Stokoe stated he would work on getting the emails issued.

Commission Chair Cain Recessed the regular meeting at 7:08 p.m.

Commission Chair Cain Opened the Public Hearing at 7:10 p.m.

Opening of the Hearing

Commissioner Cain opened the public hearing and announced that the purpose of the hearing was to hear testimony regarding A-TSP-22-001: City of Boardman, Morrow County, and the Oregon Department of Transportation: holders of right-of-way. Applicant is the Port of Morrow. The subject property is located at the Port of Morrow Interchange and the intersection to the North with East Columbia Avenue. The area is zoned Service Center to the South and Light Industrial to the North. This amendment proposes to update Section 7 of the adopted Interchange Area Management Plan and focuses on changes on the North side of the Interchange. Criteria are found in the Boardman Development Code Chapter 4.1 Types of Applications and Review Procedures specifically 4.1.600 Type IV Procedures.

Conduct of the Hearing

Commissioner Cain outlined the order of the presentation of the hearing, and explained the rules that would be followed during the hearing to all present.

Staff Report

Planning Official McLane presented her staff report and findings of fact to the commissioners. Commissioner Cain asked if there were any questions for staff; there were none.

Correspondence

Commissioner Cain asked if there was any correspondence that was not included in the packet for tonight's meeting; Planning Official McLane responded that no further correspondence had been received.

At this point Commissioner Cain asked if any commissioners present wished to abstain from the proceedings. Commissioner Cain stated that he would abstain from discussion and the vote, but he would continue to run the meeting.

Applicant Testimony

- Matt Hughart from Kittleson and Associates presented his update recommendations to the Interstate Area Management Plan (IAMP). Chapter 7 is the section to which updates are recommended. When the original IAMP was forecast in 2011 a large amount of growth in the Port of Morrow (POM) over a span of 20 – 30 years, when in fact that amount of growth actually occurred in 5 – 8 years which has prompted the update to this section of the IAMP.
- A round-about was identified as the most efficient method for an update to traffic in the POM interchange area. Once funding is secured, a more detailed plan for a round-about will be created along with turning lanes for access to the interstate.
- A multi-use pathway will also be created on the West side of Laurel Lane, which will include a sidewalk and bicycle lane, and will connect to future sidewalks established on Laurel Lane.
- Figure 7-2 is from the original IAMP and will carry forward in the project. Table 7-1 was also updated, but the remainder of Section 7 remains as is.
- This concluded the testimony from Mr. Hughart, and Commissioner Cain asked if there were any questions from fellow commissioners. There were none.
- Debbie Radie from Boardman Foods asked how this development might affect her property; Planning Official McLane responded that Boardman Foods was noticed as a courtesy to this hearing, but they would not be affected and that this is an approval of a planning document. Planning Official McLane further explained that this updated is needed to move forward with securing funding for those improvements.
- Ms. Radie also asked for clarification on which plans were in and out. Planning Official McLane responded that there were eight or nine proposals for directing traffic and the round-about was the preferred proposal.
- Ms. Radie asked if this is a requirement and Planning Official McLane explained the process and confirmed that this is a safety requirement.
- Mr. Hughart explained the round-about was the best plan to meet the traffic and transportation evaluation criteria.

Testimony Against the Application

There was none.

Cross-Examination

No cross examination was needed.

Public Agencies

- Teresa Penniger from ODOT explained the process for this project and explained that it was driven by the rate of growth in the area.

- Stephane Case with the Morrow County Planning Department stated she wanted to echo what everyone has already said, and this update will go before Morrow County Planning Commissioners on June 28th.

Commission Chair Cain closed the hearing at 7:55 p.m.

Commission Chair Cain resumed the regular meeting at 7:55 p.m.

- Commission Chair Cain asked if there were any further questions regarding this manner. There were none.
- Commissioner Irons made a motion to recommend that the Port of Morrow Interchange Area Management Plan Update to Section 7 be forwarded to the City Council with a 'do adopt' recommendation. Commissioner Jimenez seconded the motion.
Roll Call Vote: Commissioner Jimenez – Yes; Commissioner Leighton – Yes; Commissioner TenEyck – Yes; Commissioner Irons – Yes; Commission Chair Cain re-stated that he was abstaining from the vote.
- The motion passed 4-0 with one abstention.
- The commission then moved on to a discussion regarding code regarding home-based businesses in the City of Boardman.
- Planning Official McLane explained the city's Code Compliance Officer received a complaint regarding a home-based business violation, and asked Planning Official McLane to bring it before the Planning Commission for discussion. Planning Official McLane reviewed the current code as it is written with the commissioners.
- The business in question is a car window tinting business. Commissioner Jimenez stated she is ok with the business. Commission Chair Cain stated he didn't see an issue until the business becomes large enough to require compliance. Commissioner Irons and Commissioner Leighton stated they agreed with the other commissioners.
- Planning Official McLane stated she needs an opinion in order to respond to the complaint filed. Commission Chair Cain stated he believes this type of business falls under repair, which is allowed. Commissioner TenEyck stated she believed it is a reconditioning that is not allowed under the code.
- The conclusion by commissioners was that it was ok to move forward with the business as long as they stay within the parameters established by the code.
- Planning Official McLane presented a report to the Commission; she stated that she has been working on developing land use applications. Commission Chair Cain asked if the signature lines on forms could be updated to be consistent. Planning Official McLane responded that it is a work in process, and she will work in changing and updating the forms as needed. Planning Official McLane was asked if she could work on training for the commission in July, and she responded that she would work on it.

There were no further comments from Planning Commissioners.

Commission Chair Cain adjourned the meeting at 8:41 p.m.