

## **BOARDMAN PLANNING COMMISSION MINUTES- REGULAR MEETING-FEBRUARY 19, 2020**

Commission Chair Jacob Cain called the meeting to order at 7:00 p.m. and he led the group in the Pledge of Allegiance.

Commissioners Present: Jacob Cain, Adam Cole, Ragna TenEyck, Cynthia Navarro, Michelle Seeley (arrived at 7:01pm), and Zack Barresse (arrived at 7:01pm)

Absent: None

Staff: Barry Beyeler-Community Development Director, Karen Pettigrew-City Manager, and Jackie McCauley-Recorder

Audience: Scott Nigro-Platinum Real Estate, Mark Masek, Ben Roche-Palm Harbor Homes, Juan A. Martinez, Maria del Rosario Garcia, and Patricia Carbajal

### **APPROVAL OF MINUTES**

Commissioner Cole motioned to approve the minutes of January 15, 2020 as presented. Commissioner Navarro seconded the motion. The motion passed 4-0, 2 absent and 1 vacancy.

7:01pm – Commissioners’ Barresse and Seeley arrived.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

**Commission Chair Cain recessed the regular meeting at 7:02pm**

**Commission Chair Cain open the Public Hearing at 7:02pm**

#### Public Hearing – Tradewinds Subdivision Phase One

Commission Chair Cain announced the purpose of the hearing was to hear from the public regarding an application made by the developers of Tradewinds Subdivision for approval to subdivide phase one of Morrow County Tax Map 4N2516AB tax lot 100 and 4N2516 tax lot 207.

**Abstentions** – none.

**Objections to the Jurisdiction** – none.

**Staff Report** - Community Development Director Beyeler said on January 17, 2020 the city received application to subdivide phase one of four phases on 27-plus acres into 87 single-family residential lots. This will be the third time the planning commission has seen this request. The first time in 2013 and next in 2017. Phase one is comprised of 27 lots. The proposed layout has been through Site Team Review previously and will again should the planning commission approve this application. The previous two staff reports were included in tonight’s planning commission packet because they still apply to tonight’s hearing. This subdivision request meets the Boardman Development Code and Public Works Standards for a subdivision. He said the developers of this project would like to get started right away.

Community Development Director Beyeler said this hearing was properly noticed with notices going to all property owners within 250 feet of the project. A public notice was published in the newspaper and notice was placed on the property. To date he’s not heard from any public agencies and had one phone call from an adjacent property owner, Juan A. Martinez, who is in attendance at this meeting.

**Proponent's Case** – Mr. Scott Nigro of Platinum Real Estate introduced himself and Mr. Masek as the developers on this property. He also introduced Mr. Roche as a Palm Harbor Homes dealer for the project. He said they are planning on a single-family dwelling subdivision. This will include 87 units over four phases.

Commissioner Seeley asked Mr. Nigro where they plan to locate the green space for parks. Mr. Nigro was unaware there was a requirement, but has space located under the BPA power lines for parks. Commissioner Seeley said the development codes requires green space for development of 20 acres or more.

**Opponent's Case** – None.

**Public Agencies** – None, and Community Development Director Beyeler has received no written comment from any public agencies regarding this hearing.

**Commission Chair Cain closed the Public Hearing at 7:12pm**  
**Commission Chair Cain resumed the regular meeting at 7:12pm**

Deliberation – Tradewinds Subdivision Phase 1

Committee Chair Cain asked about the minimum lot width requirement of 80 feet. Community Development Director Beyeler said the planned lots meet the development code under the Lot Size Averaging provision 4.3.110 (D).

Commission Chair Cain asked what type of a roadway Oregon Trail Blvd. is. Community Development Director Beyeler said it is a minor collector, however if a loop road connecting to SE Front Street is developed, it may become a major collector, but will not cause a problem with the planned lots.

Commissioner Cole asked if Jenny Street will come out on Wilson Lane. Community Development Director Beyeler said no, it will come out on Malhuer Street. He said Alvord Street goes into Juan A. Martinez' property and some people would like to extend Alvord Street all the way to Olson Road, however if Oregon Trail Blvd extends to Olson Road, Alvord Street may not be extended.

Commission Chair Cain said if the application for phase one is approved, he would want additional phases to include plans for park sites.

Commission Chair Cain asked if the staff report had recommendations. Community Development Director Beyeler said they are the same recommendations as the last two staff reports on this project. He read aloud the twelve staff recommendations.

Commissioner Cole moved to approve the application for Tradewinds Subdivision Phase One with the following conditions:

- 1) Submit estimated construction schedule and phasing schedule timelines.
- 2) Submit detailed construction drawings indicating all public utility locations, elevations, alignments, profiles and other pertinent information to provide services to the development.
- 3) Submit detailed design drawings of the subdivision, including pipe types and other standards to meet the city's utility design standards.
- 4) Submit properties, rights-of-way, and utilities to be dedicated to public use.
- 5) Submit any Codes, Covenants and Restrictions to be applied to the subdivision.
- 6) Submit drawings of locations and details for Central Delivery Units for US Mail delivery.
- 7) Submit drawings of street light location plans and details providing adequate street lighting for the subdivision.
- 8) Identify and install location(s) to provide pedestrian and bicycle connections to the grounds of Sam Boardman Elementary School and Windy River Elementary School by working with the Morrow County School District to assure the access provides for safe campus access criteria. This pedestrian/bike access will provide access to the school for increased student safety and

- recreational opportunities.
- 9) Work closely with Planning and Public Works staff on grading and storm water management swales to assure proper size, configurations and assure proper operation of swales without adding runoff to existing swale areas.
  - 10) Submission of construction "As-Built" drawings for the completed phases of the sub-division and an overall set of "As-Built" drawings when the entire subdivision is completed in electronic .pdf format.
  - 11) Report back to planning commission after construction drawings are submitted and Site Team Review has been accomplished for any decisions necessary identified during Site Team Review process.
  - 12) Phase one will not interfere with future public green spaces.

Commissioner Seeley seconded the motion. Roll Call Vote was taken: Commissioner Barresse-yes, Commissioner Navarro-yes, Commissioner Seeley-yes, Commissioner TenEyck-yes, Commissioner Cole-yes, Commission Chair Cain-yes. Motion passed 6-0-1 vacancy.

## **DISCUSSION ITEMS**

### Upcoming Changes to the Boardman Development Code

Community Development Director Beyeler said he had attended a meeting this week with Department of Land Conservation and Development (DLCD). The meeting was regarding House Bills 2001 & 2003 pertaining to housing. He gave the commissioners a handout to read on the bills. Accessory dwelling units will need to be addressed in the future. Currently the city has lots on NW Boardman and NW Columbia large enough to accommodate a second living unit. They were created larger for the need for septic tanks in the early relocation of Boardman. However, the water and sewer on those streets were designed for one dwelling per lot and would need to be upgraded to allow a second living unit. One of the laws pertaining to tiny homes states they are not allowed off-street parking spaces, which will mean more residents parking on the street.

Commissioner Seeley asked about adequate sewer for allowing a denser population. Community Development Director Beyeler said the issue would be the need for another sewer collector and the water supply is not big enough.

Commission Chair Cain asked if the city received a tiny home application, could the developer be made to upgrade the sewer and water. Community Development Director Beyeler said the way to upgrade might be a Local Improvement District (LID), however the last time the city tried to form a LID for the NW Boardman/NW Columbia Loop Project, property owners did not agree and the city ended up paying for all the water and sewer upgrades. Also, customers can default on LID payments.

Commissioner Barresse asked how other jurisdictions are handling the new laws regarding housing. Community Development Director Beyeler said they don't know. DLCD is trying to implement rules for the recently enacted laws. He said these changes in legislation pertain to populations of 10,000 or more, but the city's code should be prepared for future growth and may be some of the language changes the planning commission should consider when they review the Boardman Development Code.

Commission Chair Cain said "tiny homes" or "grandma houses" would not be much more of an impact as they usually have only one bathroom. It would not be much more than a single large home.

Commission Chair Cain asked about a scheduling a planning commission workshop to begin the process of reviewing the development code for changes. Community Development Director Beyeler asked the commissioners to be thinking about other code changes as well. Recorder McCauley pointed out the next planning commission meeting is on March 18<sup>th</sup>. Community Development Director Beyeler said if the planning commission doesn't have a hearing that night, they could schedule the workshop then.

Letter of Interest for Vacant Planning Commission Seat

Community Development Director Beyeler said the city's received a letter of Interest from Karla Jimenez for the vacant planning commission seat. The city council will be considering her appointment at the next Boardman City Council Meeting.

**Meeting was adjourned at 7:46pm**