

WALDPORT PLANNING COMMISSION
March 4, 2016
MEETING NOTICE AND AGENDA

THE WALDPORT PLANNING COMMISSION WILL MEET ON *FRIDAY*, MARCH 4, 2016 AT 2:00 P.M. IN THE **CITY COUNCIL MEETING ROOM**, 125 ALSEA HIGHWAY, TO TAKE UP THE FOLLOWING AGENDA:

1. CALL TO ORDER AND ROLL CALL
2. MINUTES: (February 22, 2016)
3. CITIZEN COMMENTS AND CONCERNS
4. CORRESPONDENCE – None
5. DISCUSSION/ACTION ITEMS:
 - A. Crestview Golf Club Planned Development – Phase1 Request for Final Approval
 - B. Planning Report*
 - C. Other Issues*
6. COMMISSION COMMENTS AND CONCERNS
7. ADJOURNMENT

*Denotes no material in packet

The Council Chambers are accessible to all individuals. If you will need special accommodations to attend this meeting, please call City Hall at (541)264-7417 during normal business hours.

Notice given this 2nd day of March 2016

City of Waldport

**WALDPOR T PLANNING COMMISSION
FEBRUARY 22, 2016
MEETING MINUTES**

1. **CALL TO ORDER AND ROLL CALL:** Chair Woodruff called the meeting to order at 2:00 p.m. City Recorder Eckerman administered the oath of office to Ruth Stole, who then took her seat at the table. Commissioners Peterson, Stole, Andrew, Woodruff, Quayle, Barham and Yorks answered the roll call. A quorum was present.

2. **MINUTES:** The Commission considered the minutes from December 14, 2015. Commissioner Andrew **moved** to approve the minutes as presented. Commissioner Peterson **seconded**, and the motion **carried** unanimously.

3. **CITIZEN COMMENTS AND CONCERNS:** Leland Stuart addressed the Commission regarding his concerns about the recent approval of the Crestview Hills Planned Development, including aesthetics, drainage, emergency access and fire safety. He felt that the Commission acted on incorrect information provided by both the developer and staff and urged them to reconsider their earlier approval.

Roger Grady asked if it would be possible to get on the agenda to speak about Nelson Wayside Drive and the maintenance thereof. He felt that there is a City responsibility that hasn't been upheld in the past, given the value of the water facilities. Chair Woodruff asked if the street was in the City, Mr. Grady indicated that it was in the county. City Manager Kemp noted that it does service the water facility at the top of the hill, it was his understanding that the City had helped purchase the gravel, or helped put it down. He indicated that he would like to meet with Mr. Grady to further discuss the situation.

4. **CORRESPONDENCE:** The Commission acknowledged receipt of Mr. Stuart's letter.

5. **DISCUSSION/ACTION ITEMS:**

A. **Former Public Works Property - Potential Zone Change:** Mr. Lewis noted the property is currently zoned P-F, Public Facilities, which limited the allowed uses of the property. In the recent charrette process, some potential uses for the site were identified, such as a restaurant, brewery and kayak launch. Commissioner Yorks asked about surrounding zoning, such as M-W. Mr. Lewis explained that this would tie into the commercially zoned open space site. Commissioner Yorks asked about the idea of leaving it as recreational, tearing the building down and leaving it open and natural. His preference would be to maintain it as a park. Commissioner Barham noted that the hearing would be where the zoning would be decided, whether Commercial or Public Facilities. Mr. Lewis confirmed that this was the process. Commissioner Barham **moved** to have staff prepare the notification to DLCD and submit the notice of proposed amendment for the site. During that time staff can also prepare the hearing notice in front of the Planning Commission for public input. Commissioner Yorks **seconded** and the motion **carried** unanimously.

Commissioner Barham asked about the letter from Mr. Stuart. Chair Woodruff noted that this was not an action item, but could be brought up under Commission Comments. Following a brief discussion, Commissioner Barham made a motion to discuss the letter. Commissioner Stole **seconded**, and the motion **carried**, with Commissioner Stole, Andrew, Quayle, Barham and Yorks voting "Aye". Discussion ensued regarding the land use application process, including the 120 day time limit from the receipt of application to

the final approval. The streets, which were one of the main concerns expressed by Mr. Stuart, were already in place and previously accepted by the City. It was also noted that this was a preliminary plat, and as the various phases are developed, they will be reviewed by the Fire District and the City prior to being referred to the Planning Commission if required.

6. COMMISSION COMMENTS AND CONCERNS: Commissioner Peterson expressed concerns regarding code enforcement, noting that it appeared to be subjective rather than comprehensive. Chair Woodruff reminded the Commission that it had been previously determined that code enforcement was not in the purview of the Planning Commission's role.

7. ADJOURNMENT: AT 2:50 p.m., there being no further business to come before the Commission, the meeting was adjourned.

Respectfully submitted,



Reda Q. Eckerman
City Recorder

APPROVED by the Planning Commission this ____ day of _____, 2016.

SIGNED by the Chair this ____ day of _____, 2016.

Ray Woodruff, Chair

February 29, 2016

To: Waldport Planning Commission

From: Larry Lewis, City Planner

**Re: Case File #2-PD-PC-15 Crestview Golf Club Planned Development
Phase 1 Request for Final Approval**

Crestview Golf Club and Kevin Kass, Ocean Quest Homes, have requested final approval for Phase 1 of the Crestview Golf Club Planned Development. Phase 1 consists of five lots fronting Green Drive.

The Planning Commission reviews the request for determination that all requirements have been met. To facilitate this review, the Conditions of Approval of the preliminary plan are identified below and followed by a staff analysis.

1. **Preliminary Plan Approval.** *Preliminary plan approval of the Planned Development for the Crestview Golf Club shall occur in accordance with the approved plan. There shall be a maximum of 38 lots for single family residential development. Any substantial change in the plan shall require a modification to be reviewed and approved by the Planning Commission through a public hearing process.*

STAFF ANALYSIS. The submitted Phase 1 Plat with five lots fronting Green Drive is in accordance with the approved preliminary plan.

2. **Preliminary Plan Approval Time Limits.** *Time limits for the preliminary plan approval is in accordance with the following phasing schedule:*

Phase	Lot Number	Year
<i>1</i>	<i>1-5</i>	<i>2016-2017</i>
<i>(The remaining phases and order per #2-PD-PC-15 are not shown at this time)</i>		

STAFF ANALYSIS. The final Phase 1 plat is identical to the Phase 1 identified in the preliminary plan approval.

3. **Building Height.** *Buildings on the north side of Green Drive shall have maximum building heights of 17 feet.*

Buildings fronting Green Lane shall have maximum building heights of 30 feet.

STAFF ANALYSIS. The Phase 1 plat does not include buildings. Building heights are reviewed for conformance with preliminary plan approvals at the time building permit applications are submitted.

4. **Lot Sizes, Dimensions and Building Setbacks.** *Lot sizes and dimensions will be in general conformance with the preliminary plan, i.e.:*

For the 11 lots on the north side of Green Drive, the typical lot is proposed to have approximately 3,345 square feet with dimensions of 90' x 37'-2". The single family dwellings are proposed to total approximately 1,683 square feet, with a 15' front yard, 8' rear yard, and 3'-1" side yards.

For the 27 lots on Green Lane, one and/or two-level homes are proposed with a maximum 30' building height. Lot sizes are proposed to range between 5,200 and 8,934 square feet. Minimum

setbacks for the 27 lots on Green Lane are proposed to be 15' front yard, 10' rear yard, and 5' side yards or 1' for every 3' of height, whichever is greater.

STAFF ANALYSIS. Staff verifies that the submitted plat shows all five lots with approximately 3,345 square feet and dimensions of 90' x 37'-2". Single family dwelling square footages and yard dimensions (building setbacks) are reviewed for conformance with preliminary plan approvals at the time building permit applications are submitted.

5. **Underground Utilities.** All utilities shall be located underground. Easements for all utilities shall be provided and shown on the plats as required by the City and utility agencies including extension of public utilities to adjacent properties.

STAFF ANALYSIS. All utilities are underground. Additional utilities required upon building construction are required to be underground. All easements for utilities are shown on the submitted plat.

6. **Natural resources.** Wetlands and riparian areas shall be maintained as proposed. Any plan changes that would result in disturbance to wetlands shall require review and approval by the City and applicable agencies, i.e. Oregon Department of State Lands.

STAFF ANALYSIS. The Phase 1 plat does not result in changes or disturbance to wetland and riparian areas.

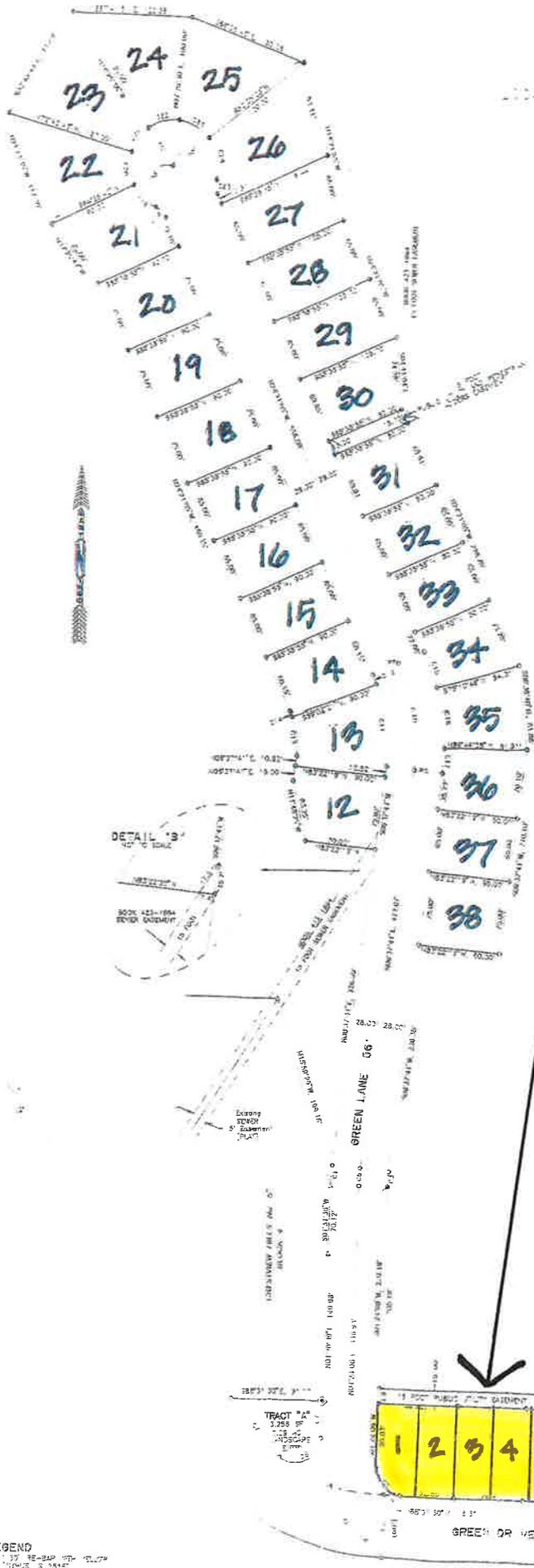
In addition to the above described Conditions of Approval, a final plan for a Planned development shall satisfy the follow requirements per Waldport Development Code Section 16.60.040.B.

1. A certified copy of all covenants and restrictions;
2. Certified copies of legal documents required for dedication of public facilities or for the creation of a homeowner's association;
3. The certification, performance agreement or statement regarding the availability of water and sewerage services;
4. As-built certifications for all required roads and utilities unless otherwise guaranteed by a performance agreement;
5. A plat and one exact copy meeting the requirements of Section 16.100.060 of this chapter and ORS 92.050-92.100.
6. A preliminary title report, lot book report, subdivision guaranty report or equivalent documentation of the ownership of the subject property, issued not more than thirty (30) days prior to the date the final plat is submitted for final approval. Such a report shall also identify all easements of record.

STAFF ANALYSIS. The City has a copy of the Declaration of Covenants, Conditions and Restrictions. This plat does not include review and approval of streets or utilities. In 2009, the new street, sidewalks, and utilities were constructed. The City accepted dedication of Green Lane and verified street improvements were constructed in accordance with city standards. The City verified that all lots have water and sewer service. The City has a copy of the final street, water and sewer plans. The applicant submitted the Phase 1 final plat and preliminary title report.

CONCLUSION. If the Planning Commission determines all conditions and requirements have been met, the Commission can move to adopt Phase 1 Final Approval of the Crestview Golf Club Planned Development.

LINKS VIEW



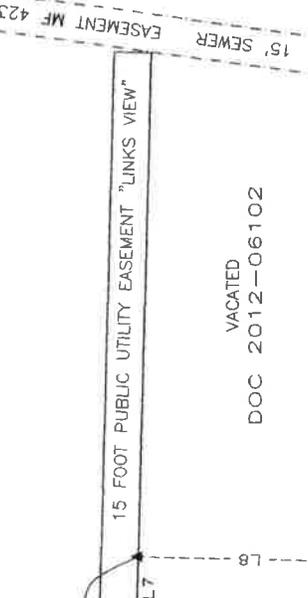
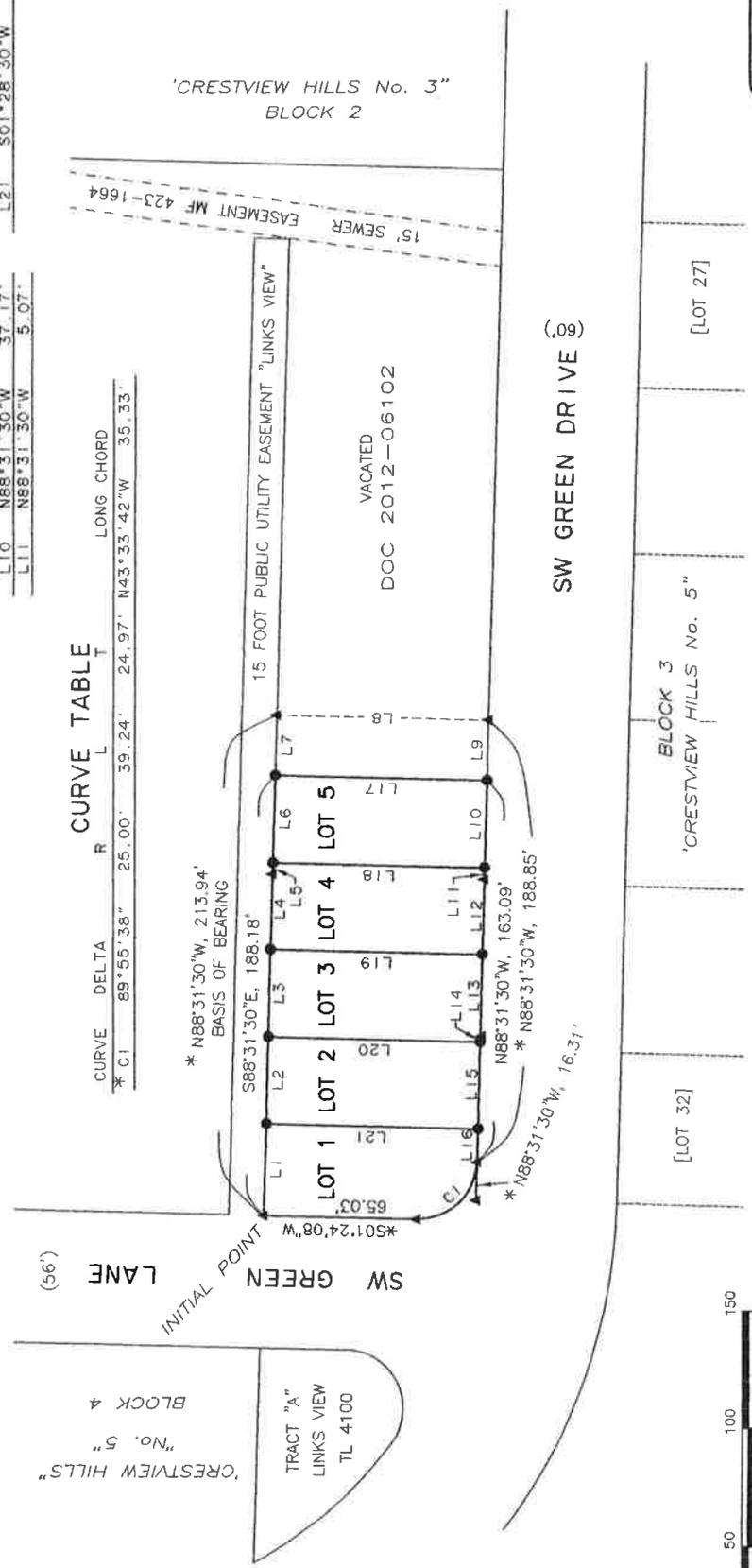
PHASING PLAN		
Phase	Lot Number	Year
1	1-5	2016-2017
2	6-11	2018-2019
3	15, 16, 31	2020-2021
4	17, 32, 33	2022-2023
5	12, 13	2024-2025
6	18, 30	2026-2027
7	19, 29	2028-2029
8	20, 27, 28	2030-2031
9	14, 37, 38	2032-2033
10	34, 35, 36	2034-2035
11	21, 26	2036-2037
12	22	2038-2029
13	23	2030-2031
14	24	2032-2033
15	25	2034-2035

LEGEND
 1" = 20' (VERTICAL)
 1" = 40' (HORIZONTAL)
 1" = 80' (DIAGONAL)
 1" = 160' (CURVED)

**PORTION OF FAIRWAY VILLA'S PHASE 1 PLAT
(#2-PD-PC-16 CRESTVIEW GOLF CLUB PLANNED DEVELOPMENT)**

Curve	Delta	R	L	T	Long Chord
* C1	89°55'38"	25.00'	39.24'	24.97'	N43°33'42"W 35.33'
L2	S88°31'30"W	213.94'			
L3	S88°31'30"E	37.17'			
L4	S88°31'30"E	32.10'			
L5	S88°31'30"E	5.07'			
L6	S88°31'30"E	37.17'			
L7	S88°31'30"E	25.76'			
* L8	S01°28'30"W	90.00'			
L9	N88°31'30"W	25.76'			
L10	N88°31'30"W	37.17'			
L11	N88°31'30"W	5.07'			

CURVE TABLE



REGISTERED PROFESSIONAL LAND SURVEYOR
Gary Keith Nyhus
 OREGON
 JULY 25, 1991
GARY KEITH NYHUS
 2515
 RENEWAL DATE:
 DEC. 31, 2016

LEGEND

- MONUMENT SET: 5/8" x 30" RE-BAR WITH YELLOW PLASTIC CAP MARKED "NYHUS LS 2515"
- ▲ MONUMENT FOUND: HELD FOR CONTROL, 5/8" RE-BAR WITH YELLOW PLASTIC CAP MARKED "NYHUS LS 2515", ± 0.2 GRADE PLAT OF "LINKS VIEW"
- () RECORD INFORMATION, AS NOTED
- * MEASURED SAME AS RECORD: UNLESS NOTED PLAT BOOK 18, PAGE 42 "VIEW LINKS" VACATED DOC 2012-06102

NYHUS SURVEYING INC.
 -GARY NYHUS-
 PROFESSIONAL LAND SURVEYOR
 P.O. BOX 206
 740 E. THISSELL RD. TIDEWATER, ORE 97390
 (541) 528-3234

CHECKED BY: GKN
 DRAWN BY: GAM
 DATE: 1-13-2016
 SCALE: 1" = 50'
 PROJECT: 16005

DRAWN BY: GM MAPPING -GREG MURRY- (541) 574-6566 / 03XSUB

