

WALDPOR T PLANNING COMMISSION
June 26, 2017
MEETING NOTICE AND AGENDA

THE WALDPOR T PLANNING COMMISSION WILL MEET ON MONDAY, JUNE 26, 2017 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: (May 22, 2017)
3. CITIZEN COMMENTS AND CONCERNS
4. CORRESPONDENCE – None
5. PUBLIC HEARING – None
6. PUBLIC MEETING
 - A. Conditional use File #2-CU-PC-17 – Request for Extension to Construct Fence
7. DISCUSSION/ACTION ITEMS:
 - A. Planning Report*
 - B. Other Issues*
8. COMMISSION COMMENTS AND CONCERNS
9. 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 21st day of June 2017

City of Waldport

WALDPORT PLANNING COMMISSION
May 22, 2017
City Council Meeting Room
MEETING MINUTES

1. CALL TO ORDER AND ROLL CALL: Chair Woodruff called the meeting to order at 2:00 p.m. Chair Woodruff and Commissioners Andrew, Stole, Peterson, Barham, and Yorks answered the roll. A quorum was present.

2. MINUTES: The Commission considered the minutes from the October 31, 2017 Meeting. City Recorder Eckerman noted a correction due to the omission of Commissioner Stole's name in the roll call. Commissioner Barham **moved** to approve the minutes as corrected. Commissioner Yorks **seconded**, and the motion **carried** unanimously on a voice vote.

3. CITIZEN COMMENTS AND CONCERNS: None.

4. CORRESPONDENCE: None.

5. PUBLIC HEARING

Chair Woodruff opened the public hearing for Case File #1-VAR-PC-17, calling for abstentions, bias, conflict of interest, or *ex parte* contact. Commissioner Barham declared *ex parte* contact by driving by and reviewing the site. No objections were raised to any Commissioner hearing the case.

Staff Report: City Planner Lewis reviewed the staff report, noting that the applicant was requesting approval of a Variance to reduce the width of the building below the minimum Downtown District standard. No written or oral testimony was provided.

Applicant and Property Owner Mary Matney presented information and answered questions. Ms. Matney stated she would like to maintain the driveway to be able to access the back part of the lot for additional development and parking.

Commissioner Peterson asked for clarification on side yard setbacks in the Downtown District. Commissioner Barham initiated discussion regarding parking space requirements.

There were no requests to leave the record open. Following deliberation by the Planning Commission, Commissioner Barham **moved** to approve the application as submitted including the conditions recommended in the staff report. Commissioner Yorks **seconded** the motion, and the motion **carried** unanimously on a voice vote.

6. DISCUSSION/ACTION ITEMS:

A. Planning Report: Building permit and land use activity for October 25, 2016 through May 15, 2017 was reviewed.

B. Other Issues: None.

7. COMMISSION COMMENTS AND CONCERNS: Commissioner Barham expressed concern about the required fence installation being completed per conditions of approval for the wood cutting operation in the Industrial Park. The Commission discussed the need for the applicant to request an extension if the fence will not be constructed by the June 30, 2017 deadline. Chair Woodruff asked the Commission if they would like to elect a new Planning Commission chair. No suggestions were given and Chair Woodruff agreed to be chair through the end of 2017.

8. 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 _____, 2017.

SIGNED by the Chair this ____ day of _____, 2017.

Ray Woodruff, Chair

June 15, 2017

To: Waldport Planning Commission

From: Larry Lewis, City Planner

Re: Conditional Use File #2-CU-PC-17 – Request for Extension to Construct Fence

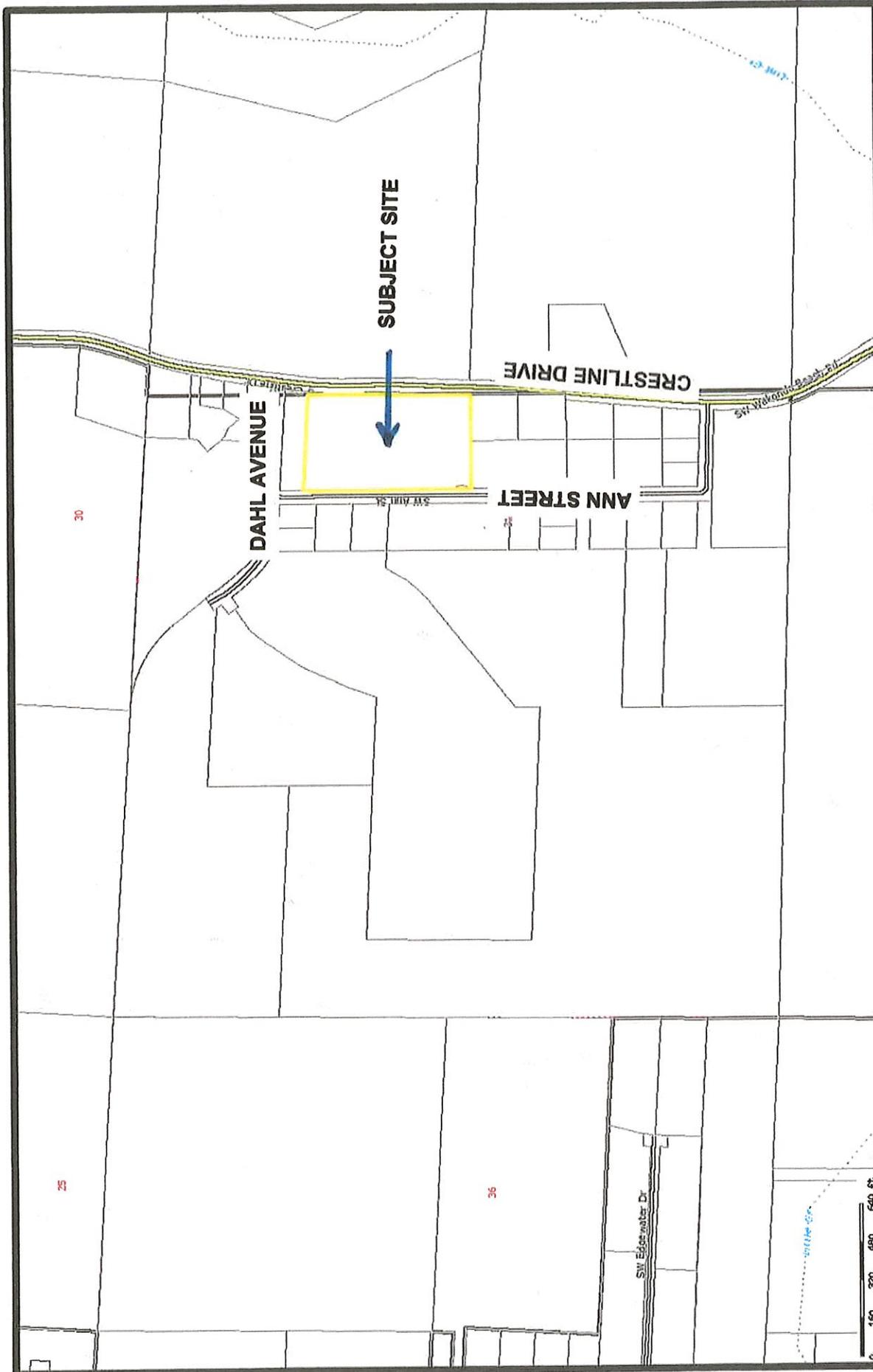
In October 2016, the Planning Commission granted a conditional use approval for a wood cutting operation at the Industrial Park. One of the conditions of approval requires the applicant to construct a fence by June 30, 2017. The condition of approval states:

- e. A fence shall be constructed along the western and northern edges of the site to prevent unwanted vehicles and people from accessing the site, and for liability purposes. The fence shall be six feet high and constructed with 4"x4" posts, farm fencing (heavy wire), and a top railing. The permanent fence shall be constructed by June 30, 2017.*

Steve Brandel, applicant and owner of the wood cutting operation, is requesting an extension for completing the fence. He is requesting a three month extension, i.e. to have the fence construction completed by September 30, 2017. The Waldport Development Code does allow for an extension request.

Mr. Brandel states that he has 25 fence posts in his possession; at the end of July he is able to receive a 50% discount on fencing; that the front corner posts have been placed; and the other postholes are marked.

This is not a public hearing however the Commission may ask questions and receive input from the applicant. The Commission may grant the extension request, deny the request therefore maintaining the requirement to have the fence constructed by June 30, 2017, or select an alternative date.



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Case File #2-CU-PC-16 Steve Brandel
CONDITIONS OF APPROVAL

Order

It is ORDERED by the Waldport Planning Commission that the requested Conditional Use permit for CASE FILE #2-CU-PC-16 be and is hereby approved. Said approval is subject to the following conditions:

1. Development shall occur in accordance with the submitted plan including:
 - a. The unloading area will be located at the northern part of the site and include a log deck area where trucks unload the logs.
 - b. The processing area will be located in the middle of the site. This is where wood cutting will occur. One storage container will store equipment, i.e. splitter, chainsaws, etc. A second container will store bundles of wrapped fire wood.
 - c. The loading will be located in the southern part of the site. This area will include pallets of wrapped firewood bundles and be where firewood is loaded on to trucks.
 - d. Two driveways, one at the north end for wood delivery and one at the south end for wood loading and access to parking.
 - e. A fence shall be constructed along the western and northern edges of the site to prevent unwanted vehicles and people from accessing the site, and for liability purposes. The fence shall be six feet high and constructed with 4"x4" posts, farm fencing (heavy wire), and a top railing. The permanent fence shall be constructed by June 30, 2017.
2. A minimum 6 off-street parking spaces shall be maintained.
3. The applicant shall install culverts at driveway locations and ensure that drainage on the site is routed to the Ann Street drainage in accordance with approval by the Waldport Public Works Director.
4. Log trucks shall use Wakonda Beach Road to access and leave the property, not Crestline Drive or Range Drive.

**City of Waldport
2017 LAND USE / BUILDING PERMIT ACTIVITY**

Date	Application/ Activity	Applicant	Zoning	Tax Map/Lot Location	Description	Status
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For the Period May 16, 2017 through June 19, 2017

5/15/17	Partition Application	Brandt Thissell	RR-2	13-12-36AB/1200 Fernwood Ln	3-lot partition of 9.45 acre parcel	Tentative approval granted 5/22/17
5/18/17	Building Permit	Veramagnus LLC	R-1	13-11-20BC/1904 315 Waldport Hts. Dr	New single family dwelling	Approved 5/19/17