

WALDPOR T PLANNING COMMISSION
August 25, 2014
MEETING NOTICE AND AGENDA

THE WALDPOR T PLANNING COMMISSION WILL MEET ON MONDAY, AUGUST 25, 2014 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. CITIZEN COMMENTS AND CONCERNS
3. COMMISSION COMMENTS AND CONCERNS
4. MINUTES: (June 23, 2014)
5. CORRESPONDENCE
6. DISCUSSION/ACTION ITEMS:
 - A. Work Session - Training Session with Matt Spangler, DLCD*
 - B. Other Issues*
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)563-3561 during normal business hours.

Notice given this 19th day of August, 2014

City of Waldport

WALDPORF PLANNING COMMISSION
JUNE 23, 2014
PLANNING COMMISSION MEETING

1. CALL TO ORDER AND ROLL CALL: Chair Woodruff called the meeting to order at 2:00 p.m. City Recorder Eckerman administered the oaths of office to Brian Egan, Ed Peterson and Kevin Yorks, who then took their respective seats at the table. Commissioners Egan, Peterson, Andrew, Woodruff, Hafner, Gordon and Yorks answered the roll. A quorum was present.

2. CITIZEN COMMENTS AND CONCERNS: Sherrie Smolen remarked that it was nice to finally see a full Commission again.

3. COMMISSION COMMENTS AND CONCERNS: Commissioner Hafner noted that the Commission had been working on some language regarding signage and, in light of the new businesses coming into town, wondered when the issue would be taken up again by the Commission. City Planner Lewis responded that he was putting together a training workshop for the Commission in the month of July for an overview of Commission roles and actions, but that he hoped the meeting in August would be able to be devoted to signage, unless land use actions preclude the discussion. Commissioner Peterson asked to reserve time at the end of the meeting to discuss some concerns. Commissioner Andrew indicated that she had read about Toledo and their code enforcement efforts and wondered how to encourage the same in Waldport. Mr. Lewis and City Manager Kemp, who was attending the meeting, responded that Toledo is much larger and has more problems, but that the City currently addresses about 100 cases per year. The Code Compliance Officer is contracted for one day a week, and if citizens or the Commission are aware of specific concerns, they should be forwarded to Mr. Kittel. Commissioner Gordon welcomed the new Commissioners.

4. MINUTES: The Commission considered the minutes from the April 28 meeting. Commissioner Hafner **moved** to approve the minutes as presented. Commissioner Gordon **seconded**, and the motion **carried** unanimously on a voice vote.

5. CORRESPONDENCE: None.

6. PUBLIC HEARING - Case File #3-VAR-PC-14, Guy and Donna Hadden: Chair Woodruff opened the public hearing, calling for bias, conflicts of interest, and *ex parte* contact. None were mentioned, and there were no objections to any member of the Commission participating in the hearing.

City Planner Lewis reviewed the written staff report, explaining that the request was for a variance to setbacks in order to construct an addition to an existing garage which already had a lawful nonconforming setback. He recommended an additional condition to retain the current arbor vitae hedge, which helped to conceal the structure from the side street. There had been no agency responses to the proposal, nor were there any opponents.

Chair Woodruff closed the public hearing and opened the Planning Commission meeting for deliberations. Commissioner Gordon expressed concern that the increased size and inclusion of restroom facilities could possibly lend itself to a residential use in the future. He also noted that the property owner had to have been aware of the setback requirements at the time of purchase, and he was not aware of any other properties that appeared to possess a similar right. Commissioner Yorks noted that the issue was whether

the setback could be encroached upon, not the size of the structure. Commissioner Egan asked if variances were somewhat automatically granted for ADA compliance, and Mr. Lewis responded that they were not. Commissioner Peterson asked if the Fire District had been notified, as easements were considered fire lanes. Mr. Lewis indicated that the Fire District was normally notified if there is a new residential use. Commissioner Peterson stated that it was probable that they would not have had an objection, but felt protocol should dictate they be given the opportunity. Commissioner Egan **moved** to grant the variance. Commissioner Hafner **seconded**. Discussion ensued regarding the use of the structure and the arbor vitae screening. Commissioner Peterson moved to amend the motion to include language that would stipulate that the addition was a non-residential use, that a statement to that effect be recorded with the property, that the hedge remain and that there would be no further expansion of the structure. Commissioner Hafner **seconded** the amendment and the main motion, as amended, then **carried** unanimously on a voice vote. City Planner Lewis indicated he would forward the findings to the Commission for review, and if there were any comments or changes to the findings they would be held over for consideration at the next meeting.

7. DISCUSSION/ACTION ITEMS:

A. Planning Report: Mr. Lewis reviewed his written report. The Commission noted that there had been a definite increase in planning activity.

B. Other Issues: Commissioner Peterson stated that he felt it was prudent to notify the Fire District on all land use applications, especially anything regarding access to property. He also asked that larger maps be included with future applications.

Chair Woodruff noted that current code language did not address temporary uses to house parents. Mr. Lewis indicated that the County is able to issue medical hardship permits for a second dwelling to be allowed temporarily on a property for that purpose. Commissioner Gordon mentioned that this had become a problem in Crook County, with some property owners renting out the temporary housing to others once the original patient had died or been moved elsewhere.

8. ADJOURNMENT: At 3:05 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 _____, 2014.

SIGNED by the Chair this ____ day of _____, 2014.

Ray Woodruff, Chair

PLANNING COMMISSIONER TRAINING

OREGON CITY PLANNING DIRECTORS ASSOCIATION is pleased to offer the 4th annual Planning Commissioner Training to City and County Commissioners and staff. This training program is offered in coordination with the 89th Annual Conference of the League of Oregon Cities.

The OCPDA is committed to offering affordable educational opportunities to elected and appointed officials on planning topics. This year's training features knowledgeable experts and practitioners from around the region to inform local decision-makers of best practices, lessons learned, legal considerations, and more. It is also a great opportunity for Planning Commissioners to discuss planning issues with Commissioners from around the state. Register now to reserve your seat at this training!



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TOPICS AND SPEAKERS
Light Refreshments Provided
1 pm — 5 pm

Ten Things Your City Attorney Wants the Planning Commission to Know

By Tim Ramis, Jordan Ramis, PC

Local Decision Making from a Former Hearings Official and LUBA Referee

By Virginia Gustafson, PC

Planning Commission Panel Discussion

Various Planning Commissioner Representatives from Around the Region

OCPDA Board Meeting
9 am — Noon, Open to the Public

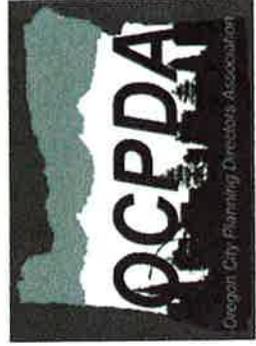


PLANNING COMMISSIONER TRAINING

September 25, 2014
Thursday, 1 pm - 5 pm

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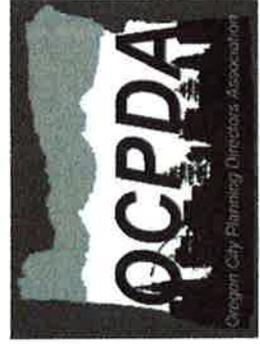


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