

CITY OF MILTON-FREEWATER
PLANNING COMMISSION MINUTES
March 1, 2021

(Meeting held via "Zoom" due to COVID-19 and practicing social distancing to stay in compliance with the Executive Orders Issued by Governor Kate Brown)

The Planning Commission of the City of Milton-Freewater met for an informal pre-meeting study session at 6:45 pm on March 1, 2021 for the purpose of discussing questions on agenda items.

Those participating were Commissioners Myra Sherwin, Brenna Moore, Wes Koklich, Frank Millar, and Chain Nathan Lyon.

Staff participants included City Planner Laurel Sweeney and Planning Assistant Cassidy Harris.

Citizen participants included Paul Seaquist, Tim Jackson, and Bill Brouhard.

No members of the press were present.

No action was taken.

The study session adjourned at 6:59 p.m.

The Planning Commission meeting was called to order on Monday, March 1, 2021 virtually via "Zoom" due to COVID-19 and practicing social distancing at 7:00 p.m. by Chair Lyon.

Commissioners Participants: Chair Nathan Lyon, Commissioners Myra Sherwin, Wes Koklich, Brenna Moore, and Frank Millar were present. Commissioner Mary Ward was absent with an excused absence and Commissioner Contreras was absent with an unexcused absence.

Staff Participants: City Planner Laurel Sweeney and Planning Assistant Cassidy Harris were present.

Citizens Participants: Tim Jackson, 85051 Winesap Rd. Milton-Freewater, Paul Seaquist, 684 College St. Milton-Freewater, and Bill Brouhard, 2550 Lakewest Dr #50 Chico, CA 95928.

The minutes of the September 8, 2020 meeting were approved as written.

Citizen Concerns: None shared.

The hearing was then opened for the consideration of the request from Tim Jackson for a Conditional Use Permit to allow an indoor and outdoor boat and RV storage with a security residence located at 1995 S Main St., zoned RM, Residential Mixed Use.

Rules for a public hearing were read. No members of the Commission abstained or disclosed ex parte contact. No audience member objected to any commissioners' right to participate in the public hearing. City Planner Laurel Sweeney stated that the notice of the hearing was published as required by law.

One written comment was received via email from Jake Morley with Guillon Inc. The correspondence was read to the Commission due to the late receipt of the email, "Good day Ms. Sweeney. We wrestled a bit with understanding the site plan and its relationship to the property to the south. As you can see, from the attached site plan, which isn't in scale, it makes some of the elements of the proposal appear larger than they are proposed. With that said, we respectfully request that staff and Planning Commission take the following request under consideration. 1) Insure that all lighting be dark sky compliance, directed downward, shielded, and not a source of glare. This is especially important on the south side of the proposed structure, as for residential lots are proposed to the south. 2) Instead of a chain link fence along the south property line, we request a six foot, good neighbor, wood fence be installed. 3) Request that the plantings along Key Boulevard and the southern portion line be species specific. We would like to see a tall shrub that is evergreen and provides interest in its foliage, such as Oleander or Red Tip Fontina, which also screening the site from public right-of-way and from the future for residential lots to the south. Planting should be irrigated to ensure they are established. 4) We would like to ensure that future grading of the site does not raise the finish pad height for the structure, that it would have a negative impact to the four future abutting lots to the south. We thank you for the time and opportunity to provide comment on the request."

City Planner Laurel Sweeney provided the staff report, which is printed below.

BACKGROUND

The applicant, Tim Jackson is applying for a conditional use permit so that he is able to develop indoor and outdoor storage for boats and RVs. A security residence is also part of the proposal. The project is proposed to be built in three phases. Phase 1 is

planned to be the structure that includes the residence and outdoor storage area north of the sewer line. Phase 2 will consist of building the RV storage building on the west side of the project. This phase is planned to be occur within a few months of completion of the residential building. Phase 3 will consist of completion of the east side of the sewer main and will include additional outdoor parking/storage and site landscaping. The project was reviewed by the Site Plan Review committee with comments transmitted to the applicant via email. The comments are attached to this Staff Report.

CODE PROVISIONS

10-4-12 BUSINESS PARK (BP)

Although not specifically defined as a permitted use in the BP zone, the proposed use meets the intent of the BP zone. The intent of the zone is to provide land uses that provide a mix of professional offices, small businesses, other compatible commercial purposes and light industrial activities.

Findings: The proposed use will not be a detriment to the intent of the BP zone. It is similar to other uses permitted in the zone.

10-9-5 CONDITIONS OF APPROVAL

To ensure that a conditional use proposal meets the general and specific criteria which follow, the commission may impose any of the following conditions as part of a conditional use permit. Each condition imposed shall be accompanied by a finding which supports such a condition.

G. Requiring an overall drainage plan of the property and construction of drainage ways, sumps, and other drainage structures.

Findings: To meet this criteria and ensure that drainage and runoff from development's impervious surfaces is addressed, a storm water management plan should be submitted prior to development of the site.

10-9-6 GENERAL CRITERIA (CONDITIONAL USE PERMITS)

10-9-6: A conditional use permit may be granted after development of findings which show that the following general criteria, and any specific standards applicable to the proposed use, have been met. This section will apply unless excluded from consideration for specific uses in Section 10-9-7.

- (A) The proposal has properly addressed traffic flow on the subject parcel, and interaction with public streets adjacent to the property as regards width and pavement type sufficient to carry the quantity and kind of traffic generated by the use.

Findings: Access to the site is proposed via an existing driveway on S. Main Street. Due to the limited traffic generated by storage facilities, the proposed use would not have much of an overall impact to S. Main Street or other adjacent streets.

- (B) The subject parcel is of sufficient size and shape to permit proper operation of the use including necessary landscaping to buffer parking and any anticipated expansion.

Findings: The size of the parcel allows for ample operation of the use. Access to the site is off S. Main Street. Physical buffers and landscaping are proposed around the perimeters of the site. The project will be phased and beyond the phasing there is not any anticipated expansion.

- (C) The overall design and operation of the use such that it is reasonably compatible with the livability or appropriate development of adjacent property and the neighborhood as regards public safety, traffic, noise, hours of operation and health and safety.

Findings: The properties to the north and west are zoned BP. To the east is R-3 (high density residential) and south is RM (Residential Mixed use). Due to the buffers, landscaping and topography, visibility of the project should be limited. Noise should also be limited to vehicles accessing the site. Public safety should be enhanced by the provision of an onsite manager. The proposed use is reasonable compatible with the adjacent properties.

GENERAL COMMENT

The use is compatible with other uses in the BP zone. A facility to store boats and RVs will provide an option other than parking the vehicles in neighborhoods.

STAFF RECOMMENDATION

Staff recommends approval of the request with the following condition:

1. A storm water management plan should be submitted prior to development of the site

The applicant was then invited to speak.

Tim Jackson stated that he had received a copy of the citizens' concerns regarding what plants are being requested to be placed on the property and other recommendations made by the neighbors to the south.

Commissioner Sherwin asked the applicant if he would be opposed to changing the proposed chain link fence to wood.

The applicant replied he wants to have the property as clean as possible, but would still need to maintain security. He explained that with the hillside being as steep as it is, he doesn't see the fence being an issue.

Commissioner Sherwin then asked if the applicant would allow people to work on their boats and vehicles inside the area. The applicant replied, no.

All those in support of the application were invited to speak.

Bill Brouhard stated that Jake Morley and he generally supported the applicant's proposal, but included the written comments as a request, as a neighboring land owner to the south. They wished the applicant luck on his project and that they are not opposed to the use. He explained that they could not tell the dimension of the applicant's plans with the provided site plan. The building wasn't to scale and there was no topo information provided. Brouhard said they couldn't tell where the buffers were located due to the site plan not including its dimensions, they couldn't tell what the landscaping proposal was, because it was not defined on the plan, and they couldn't tell what the topography was. He stated that the site plan itself, doesn't align with the property, so they had a difficult time understanding what the applicants

intentions were. With the uncertainty, he and Morley provided general recommendations and asked that the applicant incorporate the recommendations into the approval of the request.

All those in opposition of the application were invited to speak. No one testified.

The applicant and all those in support of the application were invited to rebut testimony. No one testified.

Chair Lyon asked if the Commissioners had any questions for the applicant.

Commissioner Moore asked the applicant if he was planning to place irrigation on the property. In which the applicant replied, yes.

Chair Lyon asked the applicant if the lighting request by Brouhard and Morley is possible. The applicant replied that it was possible. He stated that the property will also be used as his primary residence and that he plans to set up a motion sensor timed system, where the downward light illuminates the individual unit.

Chair Lyon then clarified to the applicant that in regards to the fencing requirement, if he did not want to incorporate wood fencing, he could have slats within the chain link fence.

Mr. Jackson replied that he would prefer the wood fence. He explained that he wants the privacy for himself as well as the storage units. He stated that he would like to meet with Brouhart and Morley and discuss what they are wanting and what he wants to confirm it works well for everyone.

Chair Lyon explained that it is the applicant's decision to place what plants he would like on the property, but wanted to know how much more fill Don Jackson Excavation would be bringing in.

Mr. Jackson stated that quite a bit more fill would be coming in. East of the sewer easement, that hole is large, but the fill will be isolated to only that area.

Chair Lyon then asked if the entire storage property will be leveled.

Mr. Jackson replied that as the property sits right now, the area that stops along the border is at sub-grade floor, about six inches down, six inches of ground, and four inches of concrete. Everything will slope at one percent to the east. Knowing that he has to place asphalt down, he is planning on contacting Anderson Perry to have them calculate how big of a swale is required.

City Planner Laurel Sweeney stated that a Storm Water Management Plan should have grading and contours. Development of the site will be defined and narrowed down as Mr. Jackson moves through the process.

Chair Lyon then asked if those plans have to go through the City before Mr. Jackson begins building. In which Ms. Sweeney replied, yes.

Commissioner Millar then asked Ms. Sweeney if that plan will allow Mr. Jackson, Mr. Brouhart, and Mr. Morley to take care of the southern border of the property.

City Planner Laurel Sweeney replied yes. She stated that our City Code has specific requirements. Generally the buffering and width is all met, but landscaping will need to be addressed.

The Public hearing was declared closed.

Commissioner Sherwin made a motion to accept the staff report, the findings, and approve the Conditional Use Permit request with the conditions that the Storm Water Management Plan is done along with the lighting, fencing, planting, and grading recommendations. The motion was seconded by Commissioner Millar. Commissioners Sherwin, Moore, Koklich, Millar, and Chair Lyon voted in favor. The motion carried 5-0.

City Planner Laurel Sweeney presented the Administrative Actions of the Planning Department.

Ms. Sweeney stated that since September of 2020, the City has had 8 new home permits; Dollar General has broken ground and is moving forward, and the City has gotten the second submittal of the final plat for the property south of this site. The City business licenses have about an 85% renewal ratio and nine new businesses have started.

City Planner Laurel Sweeney welcomed new Planning Commissioner Brenna Moore and thanked her for volunteering to join the Commission.

The meeting was adjourned at 7:50 p.m.