

CITY OF MILTON-FREEWATER
PLANNING COMMISSION MINUTES
July 6, 2021

(Meeting held via "Zoom" due to COVID-19 and practicing social distancing)

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

Those participating were Commissioners Myra Sherwin, Brenna Moore, Wes Koklich, Mary Ward, and Chair Nathan Lyon.

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

Citizen participants included Paul Seaquist, Kim Boyd, and Kenneth Jenkins.

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 Tuesday, July 7, 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 Mary Ward were present. Commissioner Frank Millar and Commissioner Contreras were absent with unexcused absences.

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

Citizens Participants: Kim Boyd with Surplus Recycling, 289 Meadowlark Ln. Touchet, Washington 99360, Paul Seaquist, 684 College St. Milton-Freewater, Oregon 97862, Kenneth Jenkins, 17 NE 6th St. Milton-Freewater, Oregon 97862.

The minutes of the June 7th meeting were approved as written.

Citizen Concerns: None shared.

The continuation hearing was then opened for the consideration of the request from Kenneth Jenkins/Superior Storage LLC for a Conditional Use Permit to allow the construction of RV and general storage located at 150 Sykes Blvd., zoned BM, Business Park.

Rules for a public hearing were read. No members of the Commission abstained or disclosed ex parte contact. No audience member objected to any commissioner's right to participate in the public hearing. City Planner Laurel Sweeney explained that because this public hearing was continued to a date certain, it was not re-advertised.

One written comment was received via email from Thomas Lapp, District 12 Permit Specialist for the Oregon Department of Transportation. The correspondence was read to the Commission due to the late receipt of the email. The message stated that ODOT District 12 maintenance office will agree to landscape work in the right-of-way, starting at Sykes Boulevard and going to the north property line to tax lots 601 and 602 of map 5N3513A, requested by Kenneth Jenkins and Kim Boyd. The department will also include an agreement with a miscellaneous permit for this particular work.

City Planner Laurel Sweeney provided the staff report within Commissioners information packets, which is printed below, but due to the continuation of the Public Hearing, only updated information was read. City Planner Laurel Sweeney updated the Commissioners of the new landscape plan provided by the applicant and included that Kenneth Jenkins is currently in discussion with ODOT with the intent of coming to an agreement about improvements and maintenance of the right-of-way, adjacent to the property line. With that agreement in place, the property will have more visual appeal.

BACKGROUND

The applicant, Kenneth Jenkins is applying for a conditional use permit so that he is able to develop RV and general storage with individual bays and roll up doors. The project is proposed to be built in 3 phases. Phase 1 will be the site work. Phase 2 will consist of 4 large and 4 small buildings with bays, fire line, security fence and swale. Phase 3 will include 4 large building and the remainder of the small buildings and the rest of the site improvements. 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. The development of the property will be required to meet the BP zone development standards.

UPDATE: The applicant has provided a landscape plan which is attached. Additionally, the applicant is currently in discussions with ODOT with the intent of coming to an agreement about improvements and maintenance of the right of way adjacent to the proposed site.

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.

10-9-6 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 Key Boulevard. Due to the limited traffic generated by storage facilities, the proposed use would not have much of an overall impact to Key Boulevard 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 Key Boulevard. Physical buffers and is 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 south and east are zoned BP. North is I-M, Industrial Manufacturing. The property to the west is outside of city limits and is directly adjacent to HWY 11. 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 RV's as well as general storage will provide an option other than parking the vehicles in neighborhoods.

Additionally, by putting an agreement into place with ODOT regarding improvements and maintenance of the right of way adjacent to the site, the area will have more visual appeal. Currently, the right of way has limited maintenance.

STAFF RECOMMENDATION

Staff recommends approval of the request.

The applicant was then invited to speak.

Kenneth Jenkins stated that his plan is to start building as soon as he can get permitted. He believes that the City of Milton-Freewater needs storage. He explained that his current storage units, located on Mill Street in Milton-Freewater are full. He said he thinks it would be a great improvement for the area. The lot has been owned by Sykes for many years and has been overgrown with weeds, but stated that his business has cleaned up the property. It would be a great welcome site coming into town.

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

Paul Seaquist stated that having indoor RV storage would take away a lot of the RV's located on residential streets and yards and do away with the sightlessness. Mr. Jenkins would build a great service for our community.

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 Koklich asked if the applicant was planning to build his project in phases. The applicant replied yes. Commissioner Koklich then asked if the progresses of the phases are dependent on the demand of the market or if the project is progressing according to what phase it is in. Jenkins explained that he wants to build as soon as possible. They want to build the first four units on the north side of the property depending on materials and supplies. Once those units are occupied, he wants to build the additional four to the south of the property.

Chair Lyon asked if the first units build would be the larger units or smaller units. Jenkins said four larger units and four smaller units.

Commissioner Sherwin asked if tenants would be able to store materials outside. Jenkins replied no. He explained that this is indoor storage only.

Commissioner Moore asked how many larger units that can store RV and boats are being proposed and how many smaller units, for personal belongings, are being proposed. Jenkins explained that the first four building would have 28 large storage spaces in it and the last four would have 26 smaller units. Commissioner Moore asked what the measurements of the larger units were. Kim Boyd answered 44 feet by 15 feet.

Commissioner Sherwin asked if the facility will have 24 hour security. Jenkins replied no. Boyd included there will be 24 hour video surveillance.

Commissioner Moore asked if the facility will have gated access and what security will the entrance into the area have. Boyd stated that there will be a gate and either a passcode or security card entry. Commissioner Moore asked if that security access will be available 24 hours, 7 days a week. Boyd replied yes and included that the facility will have an emergency Knox box system for emergency services and police.

Commissioner Moore asked if there are any precautions or policies in place regarding no smoking due to the possibility of chemicals being stored in the units. Jenkins stated

that a no smoking policy will be put in place, but no chemicals will be stored in the buildings. He explained that tenants will have small amounts of propane for their RV's, but the rule would be that the tanks need to be empty when coming into the building.

Commissioner Sherwin asked if the buildings were going to be heated. Boyd stated that there will be no heat. Commissioner Sherwin asked if there will be insulation placed during construction. Boyd stated that there will be a slight amount of insulation in the roof of the buildings. Boyd included that there will be a motion censored light installed on each bay and a 15 amp plug in for tenants to charge their batteries.

Chair Lyon asked what height of fencing they were planning to have around the property. Boyd stated that plan was for an 8 foot fence.

Commissioner Sherwin asked if any shrubbery would be placed around the facility. Boyd explained that they were planning to place ornamental grass and rock.

Chair Lyon asked if storm water drainage would be put in place on the property. Boyd stated yes. He explained that there will be a swale on the north side of the property that is designed to handle around two and a half times the capacity of what a 100 year rain would entail. This is also based on the absorption rate of the soil. He stated that according to their provided site plan, on the south end, there are storm calculations listed. City Planner Laurel Sweeney included that the plan was prepared by an engineer, Van Voorhees. He is the one who did the storm calculations to make sure the swales could handle the run-off.

Commissioner Moore stated that this property is one of the only areas in Milton-Freewater that is zoned for business and if the City has any intention of drawing businesses in, peppering storage units in that area will not be a draw for new businesses. Residences are being built in that area and having rows of storage visible won't be a selling point. This project is different than the previously approved storage units. That facility had someone living onsite with continuous supervision. What people will see of our town will be rows of storage units. She stated that she recognizes that the City might benefit from property tax and that storage units are great money makers. Also, the units will probably fill very fast. She continued to say that she doesn't think that this is what is best for the City of Milton-Freewater and our community in the long run. She stated that she would vote no on this project, but if she was out numbered in the vote, she would ask that the hours of operations and access be limited. That is a great spot for Milton-Freewater to advocate for business that could bring in employment. This project does not bring in any jobs.

Paul Seaquist stated that with this storage facility it gives Milton-Freewater the opportunity to have this property used. For 20 years that Sykes owned the property, all it

did was grow weeds. He asked would it not be better to have the entrance into town look like something other than a weed patch. Coming into town, there is a lot of cleanup that needs done. Going out of town, we haven't done anything with those properties as well as landscaping. You have the opportunity to do something and move forward.

Commissioner Moore responded that she understands that it is development, but the City has a zoning plan. She explained that coming back to town after leaving the area, she sees opportunity. We have an incredible area. Developers will more likely come to our area if they see an opportunity and there is vacant land available. If we fill this vacant land with something, just to fill it, we are not creating any real value for the Community. She asked, do we have to use this specific property which is zoned for business. You cannot put a business district anywhere.

Chair Lyon asked City Planner Laurel Sweeney if she had any information regarding hours of operations for other storage unit facilities in Milton-Freewater. City Planner Laurel Sweeney replied that she was not aware of any. Paul Seaquist added that their storage unit hours are 6 a.m. to 9 p.m. Kenneth Jenkins stated that if hours of operations were an issue, they would adjust the time to 6 a.m. to 10 p.m.

The Public hearing was declared closed.

Commissioner Koklich made a motion to accept the staff report, the findings, and approve the Conditional Use Permit request from Kenneth Jenkins/Surplus Recycling LLC with the condition that the hours of operation are adjusted to 6 a.m. to 10 p.m. The motion died for lack of seconded.

Commissioner Moore made a motion to deny the Conditional Use Permit request from Kenneth Jenkins/Surplus Recycling LLC. Commissioner Sherwin seconded the motion. Commissioners Moore and Sherwin were in favor of the denial. Commissioners Ward, Koklich, and Chair Lyon were opposed to the denial. The motion did not carry 2-3.

Commissioner Koklich made a motion to accept the staff report, the findings, and approve the Conditional Use Permit request from Kenneth Jenkins/Surplus Recycling LLC with the condition that the hours of operation are adjusted to 6 a.m. to 10 p.m. The motioned was seconded by Commissioner Ward. Commissioner Koklich, Ward, and Chair Lyon were in favor. Commissioner Moore and Sherwin were opposed. The motion carried 3-2.

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

City Planner Laurel Sweeney stated that since our June Meeting we have received about 4 new Zoning Permits and a few new Business Licenses. Within those Zoning Permits, we have received one new house permit. She announced the City Hall is open without a mask requirement, except for Public Transportation.

City Planner Laurel Sweeney then stated that our next meeting will be in person.

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