**CITY OF UMATILLA**

**PLANNING COMMISSION**

**April 28, 2020**

**\*\*DRAFT MINUTES\*\***

**COUNCIL CHAMBERS**

1. **CALL TO ORDER:** Meeting called to order at 7:10 p.m.

1. **ROLL CALL:**
	1. **Present**: Commissioners; Keith Morgan, Kelly Nobles, Jodi Hinsley, Bruce McLane, Heidi Sipe, and Hilda Martinez
	2. **Absent**:
	3. **Late arrival:** Boyd Sharp
	4. **Staff present:** Community Development Director, Brandon Seitz and Associate Planner, Jacob Foutz.
2. **PLEDGE OF ALLEGIANCE:** Passed due to online nature of meeting.
3. **APPROVAL OF MINUTES:** Minutes February 25, 2020. Motion to approve with conditions by Commissioner Sipe, seconded by Commissioner Nobles. Motion carried 5-0.
4. **UNFINISHED BUSINESS:** None
5. **NEW BUSINESS:**

**5.a Columbia Basin Development, Vandelay Meadows Subdivision (SUB-1-20) Suggested Action:** The applicant, Columbia Basin Development, request approval of a tentative plat for a residential subdivision to divide an existing parcel into 26-lots for residential development and 1 lot for future commercial development. The applicant intends to develop the residential lots with single-family dwellings. There is no proposal for the commercial lot at this time. The property is identified as Tax Lot 100 and 200 on Assessors Map 5N2820CB.

Associate Planner Foutz, summarized the staff report and recommended approval with conditions found on report.

Chair Sharp asked for any questions from the commissioners to the staff. No questions.

Chair Sharp asked for the applicant’s testimony. Applicant, Bo Smith of Columbia Basin Development recapped what Associate Planner Foutz stated and added that they hoped to meet a lower price point with these homes.

Chair Sharp called for testimony in favor of the application, testimony opposing the application. None.

Chair Sharp called for a motion to close hearing. Motion to close hearing made by Commissioner Sipe, motion seconded by Commissioner Martinez. Motion carried 5-0.

Chair Sharp called for a motion to approve Columbia Basin Development, Vandelay Meadows Subdivision (SUB-1-20) with conditions found in the staff report. Motion to approve made by Commissioner Morgan, motion seconded by Commissioner McLane. Motion carried 5-0.

**5.b Nobles Appeal (AP-1-20) of Rivera Partition (MnP-3-19) Suggested Action:** An appeal of the Planning Department’s decision approving the Proposed Development: To partition the property into three parcels for residential use as requested in partition application MnP-319. The property upon which the partition is located is identified as Tax lot 1300 on Assessors map 5N2821. The appeal was filed by Clyde Nobles, Betty Nobles, James Nobles, and Sandra Nobles. Maria and Pedro Rivera are the applicants whose partition decision is under appeal.

Chair Sharp asked if any commissioners needed to declare a conflict of interest.

Commissioner Nobles stated he had family members involved in this appeal and as such would be stepping down for the hearing.

Commissioner McLane disclosed that he drove out to look at the property, but had no contact with anyone about it.

Chair Sharp asked if anyone would like to object to the planning commission acting on this application.

Appellant Nobles asked if this was when they were supposed to object.

Director Seitz explained that this is referring to the planning commissions authority to act on the issue not the application itself.

Appellant Nobles asked for a continuance due to their inability to hear clearly and understand what was going on.

Director Seitz explained to the commission the appellants request and explained the need to act on it within the 120-day legal time limit.

Chair Sharp asked if those in the audience are able to participate in the meeting via zoom so they are able to hear it better.

Appellant Nobles stated that they do not have the internet or technology to do so.

Director Seitz explained that there are guidelines issued by the state of Oregon to have written only comments.

Director Seitz recommended to open the public hearing, listen to the staff report, and then close the public hearing to only written comments for 14 days.

Chair Sharp asked for the commissioners to give feedback.

Commissioners Sipe and Morgan stated they are supportive of Director Seitz recommendation.

Chair Sharp asked Director Seitz to poll the audience to see if they are supportive of the recommendation.

The audience was split, one in favor of giving testimony in person that night and the other in favor of waiting until he could see the commissioners in person.

Director Seitz explained there are two options. To press forward tonight with the digital platform or to postpone to next month and allow for a 14-day written comment period.

Commissioner McLane stated he would like to postpone as Director Seitz recommended.

Chari Sharp called for a motion to postpone the hearing until May 26th, 2020 at 6:30 pm with instructions to follow from staff to participate via writing. Commissioner Morgan moved to postpone. Motion seconded by Commissioner Hinsley. Motion Carried 5-0.

1. **DISCUSSION ITEMS:**

Community Development General Update Suggested Action: No Action – Discussion Only.

Director Seitz gave the Commission a general update. Topics covered: Food truck pilot program, UGB expansion application coming soon, Fastrack master plan application coming soon, building 4 amazon site, staff has been working on flood relief and COVID-19 relief for businesses. Master park plan has been postponed.

**VIII. INFORMATIONAL ITEMS:**

**IX. ADJOURNMENT:** Adjourned at 7:52pm.