**CITY OF UMATILLA**

**PLANNING COMMISSION**

**July 28, 2020**

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

**COUNCIL CHAMBERS**

1. **CALL TO ORDER:** Meeting called to order at 6:32 p.m.

1. **ROLL CALL:**
	1. **Present**: Commissioners; Boyd Sharp, Keith Morgan, Kelly Nobles, Bruce McLane, Cooper, and Hilda Martinez.
	2. **Absent**: Heidi Sipe
	3. **Late arrival:**
	4. **Staff present:** Community Development Director, Brandon Seitz and Associate Planner, Jacob Foutz.
2. **PLEDGE OF ALLEGIANCE: Skipped due to online nature**
3. **APPROVAL OF MINUTES:** Minutes May 26, 2020. Motion to approve with conditions by Commissioner Morgan, seconded by Commissioner Nobles. Motion carried 5-0.

**UNFINISHED BUSINESS: None**

1. **NEW BUSINESS:**

**5.a** **Appointment of Vice Chair:** Chair Sharp asked for appointment of a Vice Chair. Kelly Nobles nominated Heidi Sipe. Chair sharp asked for a motion of Appointment of Heidi Sipe as Vice Chair. Motion to approve by Commissioner Nobles, seconded by Commissioner McLane. Motion carried 5-0.

**5.b Cascade Natural Gas Conditional Use (CU-2-20)** Suggested Action:The applicant, Cascade Natural Gas Corporation, requests approval to relocate a 2” Intermediate Pressure Pipeline. The new pipeline would be installed in Nugent Park, approximately 2,250 feet upriver of the Highway 730 bridge, by the applicant, CNGC. Horizontal directional drilling would be used during installation to avoid impacts to sensitive natural resources associated with the Umatilla River, and trenching would be used in upland/nonsensitive areas.

Chair Sharp opened the hearing and asked for a staff report.

Associate Planner Foutz gave staff report ultimately recommending approval.

Chair Sharp asked where the new facility will be and where in the city it currently services.

Director Seitz explained that the footbridge that collapsed is why the gas line will be replaced and explained that he is not aware of exactly where the natural gas is available in the city.

Chair Sharp called for a motion to close the hearing. Motion to close by Commissioner Martinez. Seconded by Commissioner Nobles. Motion Carried 5-0.

Chair Sharp asked for any comments. None

Chair Sharp asked for a motion to approve Cascade Natural Gas Conditional Use and the conditions found in the staff report. Motion to approve by Commissioner McLane. Seconded by Commissioner Nobles. Motion Carried 5-0.

 **5.c City of Umatilla Replat (RP-1-20)** Suggested Action: The applicant, The City of Umatilla, requests approval to replat one industrial use lot into two. The proposed replat would result in two lots. The property is identified as Tax Lot 2800 on Assessors Map 5N281400. The City of Umatilla is the property owner.

Chair Sharp opened the hearing and asked for a staff report.

Associate Planner Foutz gave staff report ultimately recommending approval.

Commissioner Morgan asked what type of tire company will be buying the property.

Director Seitz explained it will be a distribution facility with 3-5 employees.

Chair Sharp called for a motion to close the hearing. Motion to close by Commissioner Nobles. Seconded by Commissioner Martinez. Motion carried 5-0.

Chair Sharp asked for any comment. None.

Chair Sharp asked for a motion to approve City of Umatilla Replat (RP-1-20) and conditions of approval found in staff report. Motion to approve by Commissioner Nobles. Seconded by Commissioner Martinez. Motion carried 5-0.

1. **DISCUSSION ITEMS:**

6.a Community Development Department Quarterly Report - Quarterly report for the 3rd quarter of FY 2019-2020 Suggested Action: Discussion Only

Director Seitz gave the report.

1. **INFORMATIONAL ITEMS:** August 25th Planning Commission - Pending Chapter 9 Comprehensive Plan Update, Urban Growth Boundary Application, Annexation and Plan Map Amendment (Rezone) applications. Staff will provide a brief overview of pending applications for next months August Planning Commission Meeting.

Director Seitz gave and overview of upcoming applications.

Chair Sharp asked for a clarification that both new business items are approved but with the conditions of approval found in the staff report.

**IX. ADJOURNMENT:** Adjourned at 7:07pm.