**UMATILLA PLANNING COMMISSION MEETING**

**MINUTES**

**COUNCIL CHAMBERS**

**NOVEMBER 23, 2021**

**6:30 PM**



1. **CALL TO ORDER & ROLL CALL**

 Meeting called to order at 6:30 p.m.

* 1. **Present**: Commissioners; Kelly Nobles, Keith Morgan, Bruce McLane, Hilda Martinez, Devon Mitchell, Heidi Sipe
	2. **Absent**: Jennifer Cooper
	3. **Late arrival:**
	4. **Staff present:** Senior Planner, Jacob Foutz, Community Development Director, Brandon Seitz.
1. **PLEDGE OF ALLEGIANCE**
2. **APPROVAL OF MINUTES**

3.a [October 26, 2021 Minutes](https://d2kbkoa27fdvtw.cloudfront.net/umatilla-city/877219da785d750cacf54bce1de0e41d0.) *Suggested Action: Approval*

Motion to approve by Commissioner Nobles, seconded by Commissioner McLane. Motion Carried by consensus vote 5-0.

1. **UNFINISHED BUSINESS**
2. **NEW BUSINESS**

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| 5.a | [Cheryl's Place Phase 2 Subdivision (SUB-3-21)](https://d2kbkoa27fdvtw.cloudfront.net/umatilla-city/7e5aec5a02944398b3ad551f607e75920.pdf) *Suggested Action: The applicant,* |
|  | *Columbia Basin Development, request approval of a tentative plat for a residential* |
|  | *subdivision to divide an existing parcel into 31-lots for residential development. The* |
|  | *applicant intends to develop the lots with single-family dwellings.*Chair McLane opened the hearing and read into the record the Public Hearing Opening Statement and asked if there was any challenge to jurisdiction, conflict of interests, or ex-parte contacts.Chair McLane asked for the staff reportPlanner Foutz gave a brief overview of the staff report, recommending approval. Chair McLane asked for testimony. NoneChair McLane called for a motion to close the hearing of SUB-3-21. Motion to close by Commissioner Nobles. Second by Commissioner Mitchell. Motion Carried by consensus vote 5-0.Chair McLane asked for any comments or deliberation.Commissioner Nobles said he is excited about the park in the new subdivision. Commissioner Nobles also asked why sidewalks have not been installed on powerline road for this particular subdivision. Director Seitz explained that due to the road being a county road during the first phase, it could not be required at that time, but will be required on the next phase. Chair McLane asked why the fences along powerline road are not uniform. Director Seitz explained that the goal is to get everything uniform but since the City has just recently taken over the road it is going to happen in phases and some citizens have chosen not to wait. Commissioner Martinez asked why some of the homes have fences under the powerlines and others do not. Planner Foutz explained that the there is now a permit that homeowners can work with UEC to complete so that they are permitted to put a fence under the powerline ROW. Commissioner Sipe shared her excitement for the new park. Chair McLane called for a motion to approve SUB-3-21. Motion to approve by Commissioner Morgan. Seconded by Commissioner Martinez. Motion Carried by consensus vote 5-0.  |
| 5.b | [ODOT Quarry Plan Amendment (PA-2-21)](https://d2kbkoa27fdvtw.cloudfront.net/umatilla-city/0718f075ed9fad7706bbfa5639d363390.pdf) *Suggested Action:* |

*The applicant, Oregon Department of Transportation, is requesting to have their site located in the UGB be added to the City of Umatilla Comprehensive plan Goal 5 so their resource will be protected to allow mining, processing, and stockpiling.*

Chair McLane opened the hearing and read into the record the Public Hearing Opening Statement and asked if there was any challenge to jurisdiction, conflict of interests, or ex-parte contacts.

Chair McLane recused himself from the hearing because his wife was the applicants contract planner.

Commissioner Nobles shared that his father owned the neighboring quarry. No conflict was determined.

Vice Chair Sipe started to Chair the meeting.

Vice Chair Sipe asked for the staff report.

Planner Foutz gave a brief overview of the staff report, recommending approval.

Vice Chair Sipe asked for testimony.

Carla McLane, the applicant’s consultant, located at 170 Van Buren Lane, Umatilla, OR 97882. Shared testimony and gave a comprehensive report on the application and asked for recommendation of approval to the City Council on behalf of the applicant.

Vice Chair Sipe asked if was any testimony in opposition of the application. None

Vice Chair Sipe asked if there were any questions the commission had for the applicant.

Commissioner Nobles asked how mining and blasting will be addressed by the applicant.

Carla McLane deferred to Scott billings.

Scott billing of ODOT at 63055 N HWY 97 building M, Bend, OR explained that blasting is a coordinated process that will provide notice to adjacent land owners and do pre and post surveys of homes in case reparations are needed.

Vice Chair Sipe called for a motion to close the hearing of PA-2-21. Motion to close by Commissioner Morgan. Second by Commissioner Mitchell. Motion Carried by consensus vote 4-0.

Vice Chair Sipe asked for any comments or deliberation. None.

Vice Chair Sipe called for a motion to recommend approval to the City Council of PA-2-21 with the amended language. Motion to approve by Commissioner Nobles. Seconded by Commissioner Martinez. Motion Carried by consensus vote 4-0.

Chair McLane began Chairing the meeting again.

1. **DISCUSSION ITEMS**

None

1. **INFORMATIONAL ITEMS**

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| 7.a | [Planning Commission Yearly Report](https://d2kbkoa27fdvtw.cloudfront.net/umatilla-city/94a6e8f60027f1c7e7f25ca7ae66f3890.pdf) *Suggested Action: November 2020-October 2021* |
|  | Planner Foutz went over the yearly report.  |
|   |  |
| 7.b | [Community Development Director Check In](https://d2kbkoa27fdvtw.cloudfront.net/umatilla-city/2512463c74c59090a8ca7b9cad79dc380.pdf) *Suggested Action: An update on things* |
|  | *happening within the City of Umatilla* |

1. **ADJOURNMENT**

 Adjourned 7:36

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