**UMATILLA PLANNING COMMISSION MEETING**

**MINUTES**

**COUNCIL CHAMBERS**

**NOVEMBER 22, 2022**

**6:30 PM**



For more detail; a recording of the meeting is available upon request of staff

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

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

* 1. **Present**: Commissioners; Heidi Sipe, Kelly Nobles, Jennifer Cooper, Enrique Navarro, Carol jones
	2. **Absent**: Keith Morgan
	3. **Late arrival:** Bruce McLane
	4. **Staff present:** Community Development Director, Brandon Seitz, Senior Planner, Jacob Foutz, Building Permit Specialist, Marisela Morales
1. **PLEDGE OF ALLEGIANCE**
2. **APPROVAL OF MINUTES**

3.a [September 27th, 2022 minutes](https://d2kbkoa27fdvtw.cloudfront.net/umatilla-city/50bd84308816b1e84d22c5b36d4a135c0.pdf) *Suggested Action: Approval*

Motion to approve by Commissioner Cooper, seconded by Commissioner Navarro. Motion Carried by consensus vote 4-0.

1. **NEW BUSINESS**

4.a [Fastrack Inc. Ballard Subdivision Phase 2 (SUB-1-22)](https://d2kbkoa27fdvtw.cloudfront.net/umatilla-city/da6aae02df1c03c594d79b68745cc5770.pdf) *Suggested Action: The applicant,*

*Fastrack Inc, request approval of a tentative plat for a residential subdivision to divide 1*

*tax lot into 60-lots for residential development and 1 large lot for future residential*

*development, for a total of 61-lots. The applicant intends to develop the residential lots with*

*single-family dwellings.*

Commissioner Nobles acting as Chair 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. None.

Commissioner Nobles acting as Chair asked for the staff report.

Planner Foutz summarized the findings and made a staff recommendation of approval.

Commissioner Nobles asked for testimony from applicant.

Jared Farris of Fastrack Inc, 4013 Melville Road, Pasco, WA 99301, stated his excitement for this project and willingness to work with the City on the proposed park.

Commissioner Nobles asked for public testimony in favor. None

Commissioner Nobles asked for public testimony in Opposition. None

Commissioner Nobles asked for neutral public testimony. None

Commissioner Nobles asked for rebuttal. None.

Commissioner Nobles called for a motion to close the hearing of SUB-1-22. Motion to close by Commissioner Navarro. Second by Commissioner Cooper. Motion carried 4-0

Commissioner Nobles asked for any comments or deliberation.

Director Seitz explained that the traffic impact analysis that has been previously completed for this application required that each lot pay a fee in lieu of improvements made to powerline. This fee will continue upon the lots in this subdivision.

Chair McLane joined the meeting via zoom.

Chair McLane asked if every neighborhood being built will require a new TIA?

Director Seitz stated that until the improvements are made to powerline road, the TIA’s will continue to be required.

Commissioner Nobles called for a motion of approval of SUB-1-22 with the associated conditions of approval. Motion to approve by Commissioner Navarro. Seconded by Commissioner Jones. Motion carried 5-0

4.b [Cascade Natural Gas Conditional Use (CU-2-22)](https://d2kbkoa27fdvtw.cloudfront.net/umatilla-city/0cf205092bbeb57db4a4f8616694e7b50.pdf)

*Suggested Action: The applicant, Cascade* Natural *Gas Corporation, is requesting approval of a conditional use and site plan approval to*

*replace a natural gas pipeline line that was destroyed during a flood that destroyed the bridge it was*

*hanging on. The new line will be a 2” intermediate pressure pipeline.*

Commissioner Nobles acting as Chair 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. None.

Commissioner Nobles acting as Chair asked for the staff report.

Planner Foutz summarized the findings and made a staff recommendation of approval.

Commissioner Nobles asked for testimony from applicant.

Cassandra Dobson, of Parametrix, stated that they have done archeological surveys and will continue to monitor.

Commissioner Nobles asked the applicant how long the project will take.

The applicant stated sometime it the next year it will start.

Commissioner Nobles asked for public testimony in favor. None

Commissioner Nobles asked for public testimony in Opposition. None

Commissioner Nobles asked for neutral public testimony. None

Commissioner Nobles asked for rebuttal. None.

Commissioner Nobles called for a motion to close the hearing of CU-2-22. Motion to close by Commissioner Cooper. Second by Commissioner Navarro. Motion carried 5-0

Commissioner Nobles asked for any comments or deliberation among the commission. None

Commissioner Nobles called for a motion of approval of CU-2-22 with the associated conditions of approval. Motion to approve by Commissioner Cooper. Seconded by Commissioner Jones. Motion carried 5-0

4.c [Wanapa Water Parcel Conditional Use (CU-3-22)](https://d2kbkoa27fdvtw.cloudfront.net/umatilla-city/ed90dd1b3ec7cbf1a75e9e63e7278b980.pdf)*Suggested Action: The applicant, City of*

*Umatilla, is requesting approval of a conditional use and site plan approval to establish a new water*

*treatment facility.*

Commissioner Nobles acting as Chair 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. None.

Commissioner Nobles acting as Chair asked for the staff report.

Planner Foutz summarized the findings and made a staff recommendation of approval.

Commissioner Nobles asked for testimony from applicant.

Director Seitz gave testimony representing the City as applicant. He stated that it will allow the City to access water from the Columbia river, and getting amazon off of our well water.

Commissioner Nobles asked for public testimony in favor. None

Commissioner Nobles asked for public testimony in Opposition. None

Commissioner Nobles asked for neutral public testimony. None

Commissioner Nobles asked for rebuttal. None.

Commissioner Nobles called for a motion to close the hearing of CU-3-22. Motion to close by Commissioner Navarro. Second by Commissioner Cooper. Motion carried 5-0

Commissioner Nobles asked for any comments or deliberation among the commission.

Commissioner Navarro clarified that the new facility will be in port.

Director Seitz confirmed.

Commissioner Jones asked if we have any other facilities like this.

Director Seitz explained this will be the first one in the City.

Commissioner Nobles called for a motion of approval of CU-3-22 with the associated conditions of approval. Motion to approve by Commissioner Cooper. Seconded by Commissioner Jones. Motion carried 5-0

4.d [UEC Rockpile Conditional Use (CU-4-22)](https://d2kbkoa27fdvtw.cloudfront.net/umatilla-city/edc72c3486203b5023de6753f80d2c100.pdf) *Suggested Action:*

*The applicant, Umatilla Electric Cooperative, is requesting approval of a conditional use*

*and site plan approval to establish a new transmission line and switchyard. The Switchyard*

*is proposed to be developed on Tax Lot 2500 of Assessor’s Map 5N28. The transmission*

*line will cross Tax lot 2500 of Assessor’s Map 5N28, Tax lot 2501 on Assessor’s Map 5N28,*

*and on Tax lot 200 on Assessor’s Map 5N2832.*

Commissioner Nobles acting as Chair 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. None.

Commissioner Nobles acting as Chair asked for the staff report.

Planner Foutz summarized the findings and made a staff recommendation of approval.

Commissioner Nobles asked why landscaping is not being required for the switchyard when landscaping was required for an application for a cell tower circa 2019.

Planner Foutz stated this use will be a secondary use to PDX 194 and is located 144 feet off the road which will be landscaped by the development of PDX 194.

Commissioner Nobles asked if the City will no longer be requiring landscaping for these types of uses.

Director Seitz stated that typically for transmission facilities landscaping is not required but due to the requirement of landscaping being required on the Cell tower, the commission should consider amending the findings to include requirement of landscaping of the switchyard.

Commissioner Nobles stated landscaping the switchyard will help the industrial nature of the use be more appealing from the road.

Commissioner Cooper stated that the difference between the cell tower and this use is that the cell tower was in McNary, which was more visible but agrees with commissioner Nobles.

Commissioner Navarro asked clarifying questions on the location of the subject property.

Commissioner McLane asked if there was any public comment on this application.

Planner Foutz stated that we did not.

Commissioner Nobles asked for testimony from applicant.

Commissioner Nobles asked for public testimony in favor. None

Commissioner Nobles asked for public testimony in Opposition. None

Commissioner Nobles asked for neutral public testimony. None

Commissioner Nobles asked for rebuttal. None.

Commissioner Nobles called for a motion to close the hearing of CU-4-22. Motion to close by Commissioner Cooper. Second by Commissioner Navarro. Motion carried 5-0

Commissioner Nobles asked for any comments or deliberation among the commission.

Planner Foutz stated the landscaping being required will need to be directly tied to a standard.

Commissioner Nobles asked if the commission wanted to require the landscaping around the switchyard.

The commission seemed to agree.

Commissioner Nobles called for a motion of approval of CU-4-22 with the associated conditions of approval and landscaping in front of the switchyard. Motion to approve by Commissioner Cooper. Seconded by Commissioner Navarro. Motion carried 5-0

4.e [UEC Power City Conditional Use (CU-5-22)](https://d2kbkoa27fdvtw.cloudfront.net/umatilla-city/3c5ad43734eea4fb51b057224f024a300.pdf) *Suggested Action:*

*The applicant, Umatilla Electric Cooperative, is requesting approval of a conditional use*

*and site plan approval to establish a new transmission line. The transmission line will cross*

*Tax lot 2400 of Assessor’s Map 5N2816, and Tax lot 100,200 on Assessor’s Map 5N2821.*

Commissioner Nobles acting as Chair 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. None.

Commissioner Nobles acting as Chair asked for the staff report.

Planner Foutz summarized the findings and made a staff recommendation of approval.

Commissioner Nobles asked for testimony from applicant. None

Commissioner Nobles asked for public testimony in favor. None

Commissioner Nobles asked for public testimony in Opposition. None

Commissioner Nobles asked for neutral public testimony. None

Commissioner Nobles asked for rebuttal. None.

Commissioner Nobles called for a motion to close the hearing of CU-5-22. Motion to close by Commissioner Jones. Second by Commissioner Cooper. Motion carried 5-0

Commissioner Nobles asked for any comments or deliberation among the commission.

Commissioner Nobles asked clarifying questions of staff about location of location.

Commissioner Nobles called for a motion of approval of CU-5-22 with the associated conditions of approval. Motion to approve by Commissioner Jones. Seconded by Commissioner Navarro. Motion carried 5-0

4.f [ADS 194 Replat (RP-2-22)](https://d2kbkoa27fdvtw.cloudfront.net/umatilla-city/9fa8991fdb0f845d312829ea3efc2fab0.pdf) *Suggested Action: The applicant, Amazon Data Services, Inc. c/o*

*Seth King, Perkins Coie LLP, requests approval to replat two existing lots to remove the line between*

*them, effectively combing two lots into one.*

Commissioner Nobles acting as Chair 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. None.

Commissioner Nobles acting as Chair asked for the staff report.

Planner Foutz summarized the findings and made a staff recommendation of approval.

Commissioner Nobles asked for testimony from applicant.

Steve Phifer, from Perkins Coie, stated that the southern portion has never been platted and that why it was required to be related.

Commissioner Nobles asked for public testimony in favor. None

Commissioner Nobles asked for public testimony in Opposition. None

Commissioner Nobles asked for neutral public testimony. None

Commissioner Nobles asked for rebuttal. None.

Commissioner Nobles called for a motion to close the hearing of RP-2-22. Motion to close by Commissioner Navarro. Second by Commissioner Cooper. Motion carried 5-0

Commissioner Nobles asked for any comments or deliberation among the commission.

Commissioner Nobles called for a motion of approval of RP-2-22 with the associated conditions of approval. Motion to approve by Commissioner Jones. Seconded by Commissioner Cooper. Motion carried 5-0

1. **INFORMATIONAL ITEMS**

5.a [Planning Commission Yearly Report](https://d2kbkoa27fdvtw.cloudfront.net/umatilla-city/3601c6d16bf0057c7f7ba4d477b539390.pdf) *Suggested Action: November 2021-October 2022*

Planner Foutz presented the report. The Commission discussed the report and nominated Chair McLane to present the report to the City Council and the next meeting.

1. **DISCUSSION ITEMS**

6.a [Community Development Director Check In](https://d2kbkoa27fdvtw.cloudfront.net/umatilla-city/632d537319e58e9ab90dec82f3cf78af0.pdf) *Suggested Action: An update on things happening within the City of Umatilla*

 Director Seitz discussed the business center, the rocks the locks festival, those without homes by the river, the CDD quarterly report, and the audio in the chambers.

1. **ADJOURNMENT**

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