

**CITY OF UMATILLA  
PLANNING COMMISSION  
February 27, 2018  
COUNCIL CHAMBERS**

- I. CALL TO ORDER:** Planning Commission, Chair, Smith called the meeting to order at 7:02 p.m.

**ROLL CALL:**

- A. **Present:** Commissioners Jodi Hinsley, Ramona Anderson, Kelly Nobles, and Craig Simson, and Chair, Lyle Smith.  
B. **Absent:** Vice Chair, Heidi Sipe  
C. **Staff present:** Community Development Director, Tamra Mabbott, City Planner Brandon Seitz, and Administrative Assistant, Esmeralda Horn.

- II. APPROVAL OF MINUTES:** For January 23, 2018  
Motion to approve minutes for January 23, 2018 by Commissioner Nobles.  
Commissioner Anderson seconded the motion. Voted: 4-0. Motion carried.

- III. UNFINISHED BUSINESS:** None

**IV. NEW BUSINESS:**

- A. **Fastrack Plan Amendment request PA-1-18:** The applicant, Fastrack, Inc., requests an amendment to the City of Umatilla Comprehensive Plan and Zoning Map to change the existing plan map/zoning map from the McNary Center Mixed Use Commercial Zone to the R-1 Single-Family Residential Zone.

Chair, Smith, opened the public hearing for PA-1-18 at 7:06pm. Chair, Smith, read the procedures for the public hearing. Chair, Smith, requested the staff report from City Planner, Brandon Seitz.

City Planner, Brandon, stated the applicant is requesting to amend the City's comprehensive plan and zoning map from the Mixed Use Commercial Zone to the R-1 Single-Family Residential Zone. This application is subject to the criteria in sections 10-11-10D and 10-13-3D of the City of Umatilla's zoning ordinance. This will be a recommendation to City Council for approval since it is a plan amendment. Initially the applicant submitted an application in 2015 to rezone the property from Mixed Commercial Used to R-1 to accommodate a 38-lot subdivision that request was ultimately denied. The applicant resubmitted an application in 2016, application PA-2-2016, and was approved with a 100-foot strip along Willamette remaining Mixed Use Commercial Zone. The subdivision was approved in November 2017 and up to date the applicant has sold or is in contract for 21 out of the 24 residential lots for sale. In 2018 the applicant has already pulled 15 building permits. In order to meet plan amendment criteria, the application needs to be 1) feasible and 2) in the best interest of the City. Ultimately this is a decision to be made by planning commission and then City Council. One thing to consider is our projected need for buildable commercial land is 8.5 acres and there is currently 4.99 acres of vacant commercial land in the McNary Mixed Use Commercial Zone. However, our buildable land inventory is

outdated since we are past the 20-year planning period. The City has 60 acres of commercial buildable land located within the Urban Growth Boundary. The City will maintain an excess of both commercial and residential lands.

Commissioner, Simson, states last time this was brought up City Council rejected their recommendation and they didn't get any follow up as to why.

City Planner, Brandon, states he cannot give input as that was prior to his arrival at the City, but he believes Council wanted Willamette to remain commercial to provide opportunity for commercial development.

Commissioner, Nobles, would like to know if time frame has been given for commercial development opportunity and if there has been commercial interest on that property.

City Planner, Brandon, states that question could be answered by the developer, but since he has been here he has not received any interest for development of those parcels and prior to this developer that piece of property sat vacant for a long time.

Community Development Director, Tamra, states that the recommendation from the PSU student framework plan was that we should focus commercial development in downtown. There is also a high demand for homes in the area, if that had not been the case they wouldn't have sold as fast as they are selling. These homes being build are right at that target market. There is not enough market for both commercial zones to thrive in both McNary and Downtown.

Chair, Smith, opened for testimony;

Jared Faris, 4803 Catalonia Drive, Pasco, WA 99301, corporate officer for Fastrack, and current project supervisor at Virginias Place. States they have had a large amount of interest on the vacant lots from golfers and fishermen that would like a larger lot with a larger garage to be able to accommodate their equipment. They are currently at the 21 pre-sales and have 3 remaining properties for sale. If rezone approved they will accommodate eight more homes.

Commissioner Nobles wanted to clarify that if the rezone is approved homes will not have access on Willamette. Those driveways will be in Miller Loop.

Chair, Smith, asked if there were any public testimony in support of the application. Chair, Smith, asked if there was any public testimony in opposition of the application. Any further comments or questions?

Chair, Smith, called for a motion. Motion to close the hearing by Commissioner Hinsley. Motion was second by Commissioner Simson. Voted: 4-0. Motion carried.

Chair, Smith, thinks this is a great idea to bring homes to our community.

Commissioner, Anderson, states she is pleasantly surprised by the homes and home size for this area. Commissioner Hinsley, concurs.

Chair, Smith, called for a motion. Motion to recommend approval of Plan Amendment PA-1-18 to City Council by Commissioner Nobles. Motion seconded by Commissioner Anderson. Voted: 4-0. Motion carried.

**B. Nobles Street Vacation request SV-1-2017:** A request to vacate that portion of G Street laying south of 8<sup>th</sup> Street and the alley between G Street and the H Street.

Chair, Smith, opened the public hearing for SV-1-17 at 7:25pm. Chair, Smith, read the procedures for the public hearing. Chair, Smith, asked if there are any biases or conflict of interest by any commission member.

Commissioner, Nobles, states he is personally involved and it is his family making request in which he is assisting his father, Clyde.

Chair, Smith, would like to state that with Commissioner Nobles abstaining we still have a quorum and is ready for staff report.

City Planner, Brandon, states the City doesn't have criteria adopted in our zoning regulation for street vacation so the review standards and procedures are contained in Oregon Revised Statue Chapter 271 section 271.005 thru 271.230. This will be a recommendation to City Council. All procedural requirements have been met. Because there are sewer lines within the right of way that will be vacated, we will be requiring the applicant to dedicate a 10' easement to the City for continued maintenance and improvements. Vacating the alley would allow the current property owners to continue their property line. They would not be able to build on it, but would make their property continuous. The Noble family has done due diligence in obtaining signatures for vacating street from at least 2/3 of the property owners within 100' radius as required to be able to submit application. All signatures are enclosed in packet.

Commissioner, Anderson, asked if anyone uses the alleyway.

City Planner, Brandon, states typically only property owners.

Chair, Smith, opened for testimony;

Kelly Nobles, Stephens, Umatilla, OR 97882, representative for applicant his father, Clyde Nobles, 650 Monroe St, Umatilla, OR, 97882. Kelly states as he was getting signatures for the street vacation much of the adjacent neighbors had interest to follow same process as they did. Clyde Nobles could have stopped the signature process to only benefit him, but with permission of the City he continued so on behalf of the neighbors. By vacating the street, he is able to meet setbacks and there is still a 10' triangle that nobody owns and they would possibly be willing to landscape it. While he was out getting signatures, he did have some people approach him with concerns and he encouraged them to attend today's meeting.

Chair, Smith, asked if there were any public testimony in support of the application. Chair, Smith, asked if there was any public testimony in opposition of the application. Any further comments or questions?

Don Graham, 800 8<sup>th</sup> St, Umatilla, OR 97882, would like to present testimony in opposition to application. Don states he has no major concern with building or adding homes his concern is vacating the street. Vacating the street will create a fire hazard. The fire department has continuously used this alley to put out fires.

Commissioner, Anderson, would like to know if City Planner, Brandon, has contacted fire department to get their input.

City Planner, Brandon, states the Fire Chief has received a copy of notice and has not received a call with any concerns.

Commissioner, Simson, would like to know when the fire happened where did the fire department come in.

Mr. Graham state a fire happens every year and he is not sure exactly but knows the fire department comes in thru the alleyway.

Dondi Bell, 810 8<sup>th</sup> St, Umatilla, OR 97882, would like to know what is going in there what type of housing.

Kelly Nobles stated there will be manufactured duplex homes going in.

Chair, Smith, asked if there were any public testimony in support of the application. Chair, Smith, asked if there was any public testimony in opposition of the application. Any further comments or questions?

Kelly Nobles states there is a 6' sand cliff that serves as a buffer. He is not sure how the fire department uses the alley because there are two garages and shed blocking the accessway so he is not sure how the fire department used it as access, besides all that area is sand.

Chair, Smith, called for a motion. Motion to close the hearing by Commissioner Simson. Motion was second by Commissioner Anderson. Voted: 4-0. Motion carried.

Commissioner, Anderson, requested City Planner, Brandon, to contact fire chief prior to City Council consideration of the street vacation request.

Chair, Smith, called for a motion. Motion to recommend approval of Street Vacation SV-1-2017 with recommendation from Fire Chief to City Council by Commissioner Hinsley. Motion seconded by Commissioner Simson. Voted: 4-0. Motion carried.

- C. **Umatilla School District Conditional Use CU-1-18 & Site Plan Review SP-1-18:**  
The applicant, Design West Architects, requests approval to add a 2,670 square foot addition to the McNary Heights Elementary School and a new 7,245 square foot gymnasium.

Chair, Smith, opened the public hearing for CU-1-18 & SP-1-18 at 7:47pm. Chair, Smith, read the procedures for the public hearing. Chair, Smith, asked if there are any biases or conflict of interest by any commission member. Requested staff report.

City Planner, Brandon Seitz, states this is a two-part application CU-1-18 & SP-1-18, they are being submitted together to simplify. Anytime a school or a community service use is expanded they are required to go back to planning commission for review and approval for a conditional use. Site Plan review is also required to make sure they are maintaining City standards. The request will add a gymnasium and administration offices. The application is subject to Section 10-12-1, 10-12-2, and 10-13-2 of the City of Umatilla's Zoning Ordinance. The school is also doing a remodel in the interior of the school. Brandon recommends approval of application since the applicant meets all necessary criteria.

Chair, Smith, called for a motion. Motion to close the hearing by Commissioner Simson. Motion was second by Commissioner Hinsley. Voted: 4-0. Motion carried.

Commissioner, Anderson, asked City Planner Brandon, if gymnasium will be connected to school or will the students have to go outside. City Planner Brandon, confirmed it would be an external pass.

Chair, Smith, called for a motion. Motion to approval CU-1-18 & Site Plan Review SP-1-18 by Commissioner Nobles. Motion seconded by Commissioner Anderson. Voted: 4-0. Motion carried.

## **V. DISCUSSION ITEMS:**

### **A. Mobile Food Vendors – Update**

City Planner Brandon, stated no substantial information to report back at this time. We will be getting to it in the future. Most of our time is consumed updating day to day procedures with the new staff and outdated information.

Commissioner, Simson, noted that on Landing Days the chamber is hoping to have Friday night food vendors at the Marina, June 22<sup>nd</sup> and 23<sup>rd</sup>.

### **B. Code Enforcement**

Community Development Director, Tamra Mabbott, status update. On March 7<sup>th</sup> at 6:30pm there will be a code enforcement board meeting open to the public. Council has asked to streamline the process of code enforcement. We have hired a new attorney that is helping us. The goal is to have the current board have more of an advisory role with citations going to Municipal Court.

Chair, Smith, states the judge was already participating in it and the council moved to change that process so he hopes that the Council supports her decision.

C. Moving Meeting

Moving meeting to 6:30pm already have received a go ahead from Commissioner Sipe, received consensus from the rest of the Commission to proceed with the 6:30pm meeting for March.

D. Training

Chair, Smith, would like to request training for the planning commission. City Planner, Brandon, states we have been selected to host the regional planner network meeting. June 19<sup>th</sup> 5-7pm is a two-hour training that is specifically geared to planning commission members and land use planners. It will be held at the City of Umatilla's Council Chambers.

**VI. INFORMATIONAL ITEMS:**

**VII. ADJOURNMENT:** Next meeting will be held March 27, 2018 at 6:30pm.  
Meeting adjourned at 8:11 pm.