

**CITY OF UMATILLA
PLANNING COMMISSION
July 24, 2018
COUNCIL CHAMBERS**

I. CALL TO ORDER: Planning Commission, Chair, Smith called the meeting to order at 6:30 p.m.

II. ROLL CALL:

A. **Present:** Chair, Lyle Smith, Commissioners: Jodi Hinsley, Kelly Nobles, Ramona Anderson and Thomas Love

B. **Absent:** Vice Chair, Heidi Sipe and Commissioner, Craig Simson.

C. **Late arrival:**

D. **Staff present:** City Planner Brandon Seitz and Community Development Coordinator, Esmeralda Horn.

III. APPROVAL OF MINUTES: Minutes for meeting held June 26, 2018 are not ready for approval at this time.

IV. UNFINISHED BUSINESS:

A. **Ochoa Conditional Use CU-8-18:** The applicant, Juan Ochoa, requests approval to establish a commercial/industrial machinery and equipment rental business. The applicant previously operated a trucking business and still owns a large number of trailers. The applicant is proposing to establish an office to lease/rent the trailers in the existing building and construct a new shop to maintain the trailers. The situs address is 30310 Highway 730, Umatilla, OR 97882.

City Planner, Brandon Seitz, noted application was continued from previous month due to concerns staff had, especially with applicant encroaching on BPA easement. Recommendation to amend site plan so BPA may review to meet all criteria.

Commissioner, Nobles, inquired if applicant has met with BPA.

City Planner, Brandon, stated he has contacted the applicant and let him know that BPA is willing to work with him. At this time, it is the responsibility of the applicant to contact BPA.

Commissioner, Nobles, requested clarification if application granted if it will hold.

City Planner, Brandon, stated application will hold as the applicant will be required to submit a site plan application and contact BPA prior to operating the business.

Commissioner, Love, inquired on how much leeway the applicant has on his property.

City Planner, Brandon, stated applicant would likely have to reduce the overall size of the building he is requesting to meet all setbacks and stay out of the easement.

Chair, Smith, opened for public testimony;

Chair Smith calls for testimony in support, opposition or neutral. None, no rebuttal.

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

No further discussion by commissioners.

Chair, Smith, called for a motion. Motion to approve by Commissioner Nobles. Motion was second by Commissioner Anderson. Voted: 4-0. Motion carried.

- B. City of Umatilla Zone Change ZC-1-18:** The applicant, City of Umatilla, is proposing to amend the Sections 10-1-6, 10-3A-2, 10-3B-2 and Chapter 11 of the City of Umatilla Zoning Ordinance. The amendment will allow Accessory Dwelling Units in residential zones where detached single-family dwellings are allowed and adopt site and design standards for Accessory Dwelling Units.

City Planner, Brandon Seitz, stated application was continued from previous month. ADUs will impact two zones R1 and R2, City has an obligation to be straight forward in the zone ordinance due to legal concerns. Communication was made with Fire Chief Potts, he would like to see an 8-10' setback between dwelling units. Request cannot be accommodated since Fire code minimum is 6'. City would have difficult time imposing additional setbacks with no justification. Issue concerning parking can be resolved by requesting applicant to have one off street parking per unit. City Planner recommends not imposing anything more than that. City Planner researched what other cities are requiring or how they are addressing the parking issue and locally most cities require one off street parking minimum.

Chair, Smith, opened for public testimony;

Chair Smith calls for testimony in support, opposition or neutral. None, no rebuttal.

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

No further discussion by commissioners.

Chair, Smith, called for a motion. Motion to recommend approval to the City Council by Commissioner Nobles. Motion was second by Commissioner Anderson. Voted: 4-0. Motion carried.

V. NEW BUSINESS:

- A. Commonwealth Real Estate Conditional Use CU-6-18:** The applicant, Commonwealth Real Estate Services, requests approval to convert the existing RV sites into manufactured home sites. The property is developed with a mixed-use RV park and manufactured home park. The applicant intends to convert the existing RV spots to 12 new manufactured home lots.

City Planner, Brandon Seitz, states applicant wishes to convert existing RV spots to 12 new manufactured home lots. Since location is in the Urban Growth Boundary, the 1972 Umatilla County Zoning Ordinance does apply. According to the UCZO all requirements in application have been met.

Chair, Smith, opened for public testimony;

Chair Smith calls for testimony in support, opposition or neutral. None, no rebuttal.

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

No further discussion.

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

- B. Nobles Conditional Use CU-7-18:** The applicant, Kelly Nobles, requests approval to develop a 60 site RV park. The applicant is proposing to develop the RV park to a temporary standard with the intent to reapply for a larger design if/when the existing rail spur is vacated. The subject property is generally located between I and L Streets north of Fifth Street and the rail spur. The property is identified as Tax Lots 100, 190, 300 and 400 on Assessor's map 5N2817BD.

Commissioner, Nobles, would like to recuse himself as he is the applicant.

City Planner, Brandon Seitz, would like to note for the record. Since Commissioner Nobles is recusing himself, Chair Smith, will now be a voting member for a quorum. Brief overview on ground disturbance work that took place at the location prior to application being submitted. City was contacted by both CTUIR and State Historic Preservation Office about ground disturbing work and will require a damage assessment. this requirement is included as a condition of approval for clarity purposes. Just to the north of proposed RV park is known as the Old Townsite Historic Area. Additionally, a state archaeological permit will be required for any work within a historic site. This permit requires an in-depth analysis to be made at the property location. At this time, we are only reviewing the conditional use permit, which will allow the applicant to establish the RV park. City planner recommends no site plan be reviewed or required until the archaeological review has been completed. States that SHPO recommendation after the assessment will satisfy City standards. Temporary road proposed by applicant does meet current City standards. However, the code allows for an interim standard. Recommendation to review in five years to require the applicant to bring road up to City standards or request an extension. City Planner would like to note that in the findings subject property was 2.79 which was not sufficient to satisfy RV park minimum area requirements, however, applicant contacted County to update records which reflect total property is 3.28. This meets the requirement for an RV park. Letter was received from UPRR regarding proposed use, their concern is pedestrian access and signage near rail crossing on the adjacent rail spurs. Brandon is unclear if UPRR is aware the old rail bridge over Umatilla has

been removed and UPRR property west of the Umatilla River has been vacated back to property owners.

Chair, Smith, opened for public testimony;

Kelly Nobles, 1050 Stephens Umatilla, OR, applicant, would like to give a brief overview regarding the ground disturbance. He contacted a contractor to clear the sage brush. While clearing the sagebrush, contractor brought a CAT to move a concrete slab. While working he noticed a blue CTUIR truck parked near the construction site. He then walked and spoke with the CTUIR employee and explained to the official what he was doing. The next day he received an email from the CTUIR employee addressing various statuses. He notified the official he would like to cooperate with the entire process and was told he will need an archaeological permit which will conduct an assessment of the location. Mr. Nobles, would like address all standards addressed in the conditional use permit.

- The current stay is 90 days he would like PC to consider for this temporary five year use a stay of 9 months.
- Minimum acres for RV are 3 acres, requirement met.
- Site Plan pending archaeological review.
- 30-gallon garbage containers per 2 sites, requirement met.
- Sewer, water and sanitary lines will tie in with new hydrant and meter-discussion with Public Works Director in review.
- Minimum size of RV sites, requirement met.
- Minimum size of roadway 24', requirement met.
- Additional parking, requirement met.
- 10 x 20 park area will be adjacent to RV sites, requirement met.
- Lighting requirement met.
- RV privacy screening, met with neighbors they do not want privacy screen as will obscure view to Columbia River. Privacy fence review will be left pended until final design review.
- Dump station, requirement met.
- Water and sanitary services, requirement met.

Recommendation mirror standards in findings, no need to review.

Commissioner, Hinsley inquired why there is a 90-day minimum stay.

City Planner, Brandon Seitz, stated RV use is intended for temporary occupancy and not intended to be permanent dwelling. Staff also stated that 10 x 20 parking areas are required to be paved not gravel. Staff recommends applicant apply for a variance to change the length of time someone may stay at the RV park and to allow a gravel parking area. The code currently states both of those requirements as a shall which legally makes them a requirement without a variance.

Chair, Smith, calls for testimony in support, opposition or neutral.

Kimberly Nobles, 81299 Cooney Lane Hermiston, OR 97838, Ms. Nobles states an RV is a great solution for construction workers and would bring more people inside

City limits. This would be a great solution for our local businesses to generate more income.

Clyde Nobles, 650 Monroe St Umatilla, OR 97882, Mr. Nobles stated in 1952 there was a baseball field down where the proposed RV site is-that land has already been disturbed. The RV is a great idea since Umatilla could use the extra people.
Chair, Smith, calls for rebuttal. None.

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

No further discussion.

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

VI. DISCUSSION ITEMS:

II. INFORMATIONAL ITEMS:

III. ADJOURNMENT: Adjourned at 8:05 pm.