



CITY OF DONALD

10710 Main Street N.E. • P.O. Box 388 • Donald, OR 97020-0388
Phone 503-678-5543 • Fax 503-678-2750
www.donaldoregon.gov

Planning Commission Action Agenda Summary Thursday, September 26, 2019 at 6:45pm at City Hall

Open Meeting: Planning Commission Chair Cammi Hungate opened the meeting of the Donald Planning Commission on September 26, 2019 at 6:45pm.

Pledge of Allegiance

Roll Call:

Present: Chair Cammi Hungate, Vice Chair Neil Strathdee, Commissioners: Daniel Afonin, Don Saxton, John Crawford, Mike Mader and Jim Peters.

Staff Present: Planner Lisa Brosnan and City Manager Heidi Bell

Add or Delete Agenda Items: None

Approval of Action Agenda Summary: July 2019

- ✓ Commissioner Saxton motioned and Vice Chair Strathdee seconded to approve the Action Agenda Summary from July 2019 as submitted. No discussion. Vote: 7-0-0. Motion carried.

General Comments from the Public: None

Public Hearing:

- I. City File #CU 2019-01 Conditional Use Permit to allow Fire Tacos to operate a food cart and related site amenities at 10750 Main Street, in the DMU – Downtown Mixed Use Zone.

Chair Hungate opened the Public Hearing at 6:48pm.

Planner Brosnan read the legally required language for a land-use public hearing into the record including how to appeal, make testimony or submit documents into the record. The substantive criteria upon which this case will be decided are found in Donald Development Ordinances Sections 2.108: Downtown Mixed Use Zone, Section 2.409: Food Carts and Section 3.107: Conditional Use Permits. She added to the record an email from the Aurora Rural Fire District that was recently received stating their requirement for a 10-foot setback from all other structures.

Chair Hungate asked if there were any objections to the notice that was published. There were none.

Chair Hungate asked if there were any objections to the jurisdiction of this body to hear and consider this matter? There were none.

Chair Hungate asked if there were any declaration of ex-parte contact, conflict of interest or bias. There were none.

Planner Brosnan gave the staff report that was included in the record along with a copy of the application and maps that were in the Commissioner's packets for prior reading. She reviewed the details of the zone and its regulations. She also reviewed how the application was processed and the

requests for comments to agencies. Planner Brosnan concluded that staff recommended to the Commission approval of File No. CU 2019-01. There was discussion about the 10-foot requirement for a setback from the Fire Hall. The applicant is to work with the Fire Hall on this.

Applicants Julio C. Moo Munoz and Maricelle Jeante gave a presentation about their current location and operations of Fire Tacos at the I-5 interchange and why they are attracted to Donald.

Commissioner Afonin: Criteria B of the Staff Report *Location*: He said that the layout looks constricted and wanted to know the logic behind it being constricted. Planner Brosnan stated that it can be considered infill and she discussed the setbacks that will be required by the Fire Hall and that it will probably just fit with their standards. Commissioner Afonin asked if it will be paved or natural ground. The applicant had not considered it at this time but that they would be removing other natural features, like the trees and rocks. Manager Bell will consult the Public Works Standards for information.

Staff recommended a general condition of approval to comply with the Public Works Standards.

Vice Chair Neil Strathdee: asked about the layout of the property and what is being leased. He also asked if this application allows the Commission an opportunity to evaluate how the property is being used; seeing what is on it and can the Commission discuss it? The fences at the back end of the property is a residential yard, from the adjacent tax lot. He wondered if this can this be discussed? How does this fit in with the context of the lot and it's use? Planner Brosnan said if this was a site design review that could (would) be discussed. Vice Chair stated that the Commission also serves as the Tree Board; saying that he understands that the tree on the lot needs to be removed and that it is on private property. However, he would like consideration to be given to the tree when placing the food trailer and the tables, to save it if possible. He suggested that perhaps replanting a tree from the street tree list makes more sense. Vice Chair Strathdee stated that this is a valued application for our City's workforce, residents and people nearby, it will be great.

Chair Hungate: asked about the placement of utilities to serve the food trailer. The gas and other utilities will go underground. At this time the City can offer to serve water but the applicant has to pay for the infrastructure to serve the lot. It is not possible to serve the food trailer with a sewer because there is no room to put in the septic tank. If the fence was removed it could be placed in the "backyard" portion of this tax lot.

Commissioner Crawford: asked about the logistics of delivery. The applicants stated that the truck gets built and then set into place at the time of delivery. The Commission would like to see protection of the City curb, even though it is poor condition. If access was ever needed then a driveway permit from Marion County would be required, as stated in the conditions of approval.

Chair Hungate: asked about the requirements for the applicant to apply for a conditional use permit again next year. Planner Brosnan stated it will be the same process with public noticing. There was discussion about these requirements and perhaps trying to change them to reflect no conditional use permit required with no code violations, or for a certain period of time.

The Commission stated that they prefer a permeable/porous surface used in this area. Manager Bell said it is a good choice otherwise it could trigger storm drain review and/or regulations.

Commissioner Crawford: asked about the timeframe to get the food trailer delivered. The applicants said about three months.

Chair Hungate asked if there was any testimony in support of the application. There was none.

Chair Hungate asked if there was any testimony in opposition of the application. There was none.

Chair Hungate asked if there was any testimony neither for nor against (neutral) the application.

There was none.

Chair Hungate: asked if there was any rebuttal or final questions/notes from the applicant: There was none.

Chair Hungate asked before she closes the meeting if there were any additional question for the Commissioners, staff or anyone? There were none.

Chair Hungate closed the public hearing at 7:47pm.

New Business:

I. Vote: File #CU 2019-01 Conditional Use Permit for Fire Tacos food cart.

- ✓ Commissioner Crawford motioned and Commissioner Saxton seconded to approve File #CU2019-01 Conditional Use Permit for Fire Tacos food trailer with the following revisions:
 - Revision to Condition B: addition of words “or as required by the Donald Development Code at the time of renewal”.
 - Addition of Condition J: The site shall comply with all applicable Donald Public Works Design Standards. If a ground covering is required, it shall be constructed with gravel or other pervious material.

No further discussion. Vote: 7-0-0. Motion carried.

Old Business: None

Commissioners’ Discussion

- I. Resolution No. 486-19 City Council and Planning Commissioner Goals: One of the outcomes from the Council and Commissioners Joint Goal Setting Meeting was to create a local history program. There was discussion of history in Donald. Commissioner Afonin will take on the responsibility of setting up a community history program.
- II. Donald Beautification Group Work Update: Manager Bell gave an update on this group’s efforts. The most recent minutes and agenda were included in the Commissioner’s packets for review.
- III. Santa’s Sing-A-Long: December 7th with Craft Bazaar: Manager Bell worked with the Commission on the to-do list and Commissioners will (or did) sign up to volunteer.

Mayor’s Communication with Commission: None

City Planner’s Report: Manager Bell will request for Planner Byram to email her report to the Commissioners.

City Manager’s Report: City Manager Bell referred to her report that was included in their packets. There was discussion about the upcoming Social Media Training on October 7, 2019.

Adjourn

- ✓ Commissioner Strathdee motioned and Commissioner Saxton seconded to adjourn the meeting at 8:26pm. No discussion. Vote: 7-0-0. Motion carried.

Date: October 24, 2019

Signed: 
Cammi Hungate, Chair

ATTEST:

Date: October 24, 2019

Signed: 
Heidi Bell, City Manager