



CITY OF DONALD

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Planning Commission Action Agenda Summary Thursday, July 25, 2019 6:45pm at City Hall

OPEN MEETING: Planning Commission Chair Cammi Hungate opened the meeting of the Donald Planning Commission on July 25, 2019 at 6:45pm.

PLEDGE OF ALLEGIANCE

ROLL CALL:

Present: Chair Cammi Hungate, Vice Chair Neil Strathdee, Commissioners: Daniel Afonin, John Crawford, Don Saxton, Jim Peters and Mike Mader. No Absent Commissioners.

Staff Present: City Planner Holly Byram and City Manager Heidi Bell

ADD OR DELETE AGENDA ITEMS: A Planning Commissioner term expiration sheet was at the Commissioner's seats and will be discussed during City Manager Report.

APPROVAL OF ACTION AGENDA SUMMARY: June 2019

- ✓ Commissioner Saxton motioned and Commissioner Crawford seconded to approve the Action Agenda Summary from June 2019. No Discussion. Vote: 7-0-0. Motion carried.

GENERAL COMMENTS FROM THE PUBLIC:

PUBLIC HEARING:

- I. City File# SDR 2019-01 Site Development Review for the Donald Industrial Park: three industrial warehouse buildings with a combined size of approximately 325,000 square feet, with related office uses and site improvements. This application is intended to renew their prior city approval - application #SDR 2016-01. Applicant is MacKay and Sposito and owner of the Donald Industrial Park, L.L.C.

Chair Hungate opened the public hearing at 6:48pm.

Planner Byram 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 2.116 Employment Industrial, and 3.106; the Donald Comprehensive Plan and the Oregon Statewide Planning Goals.

Chair Hungate asked if there were any objections to the notice that was published. There was none. Chair Hungate asked if there were any objections to the jurisdiction of this body to hear and consider this matter. There was none. Chair Hungate asked if there were any declarations of ex-parte contacts, conflict of interest or bias by any member of this body. There was none.

City Planner Byram gave the staff report that was included in the record, and copies were given to the applicant and the Commissioner's in their packets for prior reading. The new application for this developer is subject to the 2018 Development Code. There was a discussion about how the approval of Ordinance NO. 146-2010 relates to the site's trip analysis and payment to the County for proportional shares to the nearby transportation system. Planner Byram reviewed the conditions of approval from her Staff Report. There was an addendum to the Staff Report that Planner Byram reviewed and it was submitted for the record. Planner Byram concluded that staff recommends approval of File No. SDR-2019-01.

Chair Hungate asked for any questions of staff. Chair asked for clarification about the next steps, specifically would the Planning Commission see the application again. Planner Byram said that the Planning Commission would not see the specific tenant that would be moving into the site but she assured her that specific city, county and state agencies are involved in the review the building applications to ensure that all the applicable codes, regulations, rules and laws are upheld.

Chair Hungate asked if the applicant or applicant's representatives are present. If so, would the applicant/applicant's representative like to address the Commission? Yes. Paul Nelson spoke to the Planning Commission and provided history and background regarding the Donald Industrial Park. He reiterated their need for the requested extension

of this application's three-year approval. There was a discussion regarding the number of lots and number of buildings possibly changing in the future. There was a discussion about installing utilities now on the site but Mr. Nelson said that it is really important to find the right company first and enter into agreements so that the right level of utilities is provided to the specific company.

- Chair Hungate asked if there was any testimony in support of the application. None.
- Chair Hungate asked if there was any testimony in opposition of the application. None.
- Chair Hungate asked if there was any testimony either for or against (neutral) the application. None.
- Chair Hungate asked if the applicant would like to address (rebut) any of the testimony? None.

Chair Hungate asked if there were any additional questions from the Commissioners, Staff, or anyone? Chair Hungate discussed her hesitation about not seeing any application again since the tenants were unknown. There was a discussion about how many people are employed at the Hazelnut Growers of Oregon and Wilco Distribution. Mr. Nelson asked if the Planning Commission felt that they were a good fit for the Donald community? Mr. Nelson said his intention is to find a long-term, agricultural-based, small business owners that fit into the City's Employment Industrial Zone.

Chair Hungate closed the public hearing at 7:37pm.

NEW BUSINESS:

- I. Vote: Site Design Review: SDR 2019-01: Site Development Review of the Donald Industrial Park including three tax lots: 041W17BD00700, 041W17BD00800, & 041W17BD00900
 - ✓ Commissioner Saxon motioned and Commissioner Afonin seconded to approve File No. SDR-2019-01 and as revised by the addendum to the Staff Report. No discussion. Vote 7-0-0. Motion carried.

OLD BUSINESS: None

COMMISSIONERS' DISCUSSION

- I. Goals and Ideas for 2019-2020: The Planning Commission held a conversation about what kinds of projects that they would like to work on in the next few years. Overall, two topics rose to the top. One involving public trees and perhaps joining the Tree City USA Program, since the Planning Commission serves as the local Tree Board. The other topic of interest was around documentation and learning about local history. The Planning Commission would like Manager Bell to see if the Oregon State Historic Preservation Office would be willing to make a presentation to the Commission for them to learn more.
- II. Downtown Beautification Group Work Update: Clean Up Day: Manager Bell stated that she needs volunteers for Clean Up Day to help with traffic control, working with the public at the recycling, garbage and yard debris stations.

MAYOR'S COMMUNICATION WITH COMMISSION: Manager Bell stated that Mayor Brad Oxenford directed her to request that the Planning Commissioners attend the Goal Setting Work Shop on Saturday, July 27 at 10am at City Hall.

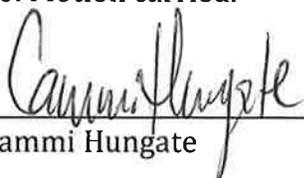
CITY PLANNER'S REPORT: Planner Byram's report was made available at each Commissioner's seat. She reviewed the recent planning activities for the City. There were some public inquiries and planning applications that were being processed.

CITY MANAGER'S REPORT: City Manager Bell referred to her report that was included in the Planning Commission packet. There was a discussion about the confusion that happened around the term expiration dates but it was resolved and everyone was clear on their seat's term limit.

ADJOURN

- ✓ Commissioner Saxton motioned and Vice Chair Strathdee seconded to adjourn the Planning Commission meeting at 8:20pm. No discussion. Vote: 7-0-0. Motion carried.

Date: September 26, 2019

Signed: 
Cammi Hungate

ATTEST:

Date: September 26, 2019

Signed: 
Heidi Bell, City Manager