

BOARDMAN PLANNING COMMISSION MINUTES – May 17, 2017

7:00 P.M. Commission Chair Cole called the meeting to order. He led the group in the Pledge of Allegiance.

Commissioners present: Ryan Kreps, Logan Mayfield, Adam Cole, David Gray, Cynthia Navarro and Jacob Cain. Absent: Zack Barresse

Staff: Barry Beyeler - Community Development Director, Michelle Seeley – Recorder and Karen Pettigrew - City Manager

Audience: Mark Rossi representing Pinnacle Architecture. Rod Walker representing Oregon Child Development Coalition. (OCDC) Riverside High School Senior Students: Jeremiah Rodriguez, Angel Zuniga and Osiel Madrigal.

APPROVAL OF MINUTES

Commission Vice Chair Gray motioned to approve the minutes of April 19, 2017 as presented. Commissioner Mayfield seconded the motion. The motion passed 6-0. (1 absent)

OLD BUSINESS

Port View Apartment Project.

Director Beyeler stated that the project has been suspended by the applicant.

Recorder Michelle Seeley asked if the hearing is to be closed and reopened when applicant is ready to move forward. Director Beyeler stated they have a year to start project and if that time frame passes, they will have to re-apply.

NEW BUSINESS

Public Hearing

Commission Chair Cole recessed the Planning Commission Meeting at 7:03 P.M. Commission Chair Cole opened the public hearing at 7:03 P.M. for public comment on a Land Use Application for a Conditional Use Permit for the Oregon Child Development Center.

Commission Chair Cole asked for abstentions or objections from commissioners. There were none.

Staff Report:

Director Beyeler read from the staff report regarding property located at 4N 25 16 BC, 2000.

The tax lot is 1.86 acres and is currently zoned Commercial District. The City of Boardman has received an application for a Conditional Use Permit, to site the Oregon Child Development Center / Boardman Migrant Head Start. Public and Private Schools require a Conditional Use Permit. Director Beyeler stated the applicant's agent, Mark Rossi of Pinnacle Architecture, submitted a two-page Burden of Proof statement, which accurately addressed the requirements. Director Beyeler said staff recommendation is for the commission to approve the request with the following conditions: The applicant shall schedule a Site Team Review prior to commencement of construction to adjust any utility locations and services. The applicant, Boardman Rural Fire Protection District and City of Boardman shall determine cross-access criteria at, or before, the Site Team Review. Director Beyeler then stated the Fire Chief requested to not have the lockable gate on the cross access. Director Beyeler said if the tenants of Castle Rock Apartments start using it as an access point, they will close the gate. It is only to be used by emergency services. Director Beyeler stated there will be a signed agreement between OCDC and Castle Rock Apartments for cross access.

Proponents: Rod Walker with OCDC stood up and said he was there to answer any questions.

Opponents: None.

Commission Chair Cole closed the public hearing at 7:14 P.M. Commission Chair Cole resumed the Planning Commission Meeting at 7:14 P.M.

COMMISSION DELIBERATION FOR LAND USE APPLICATION FOR CONDITIONAL USE:

Commission Vice Chair Gray asked if the program and facility will be open to all the families in Boardman or specifically non-English speaking migrants. Mr. Walker answered the funding comes from the migrant and seasonal farmworker Headstart program. The qualifications are based on income and it is a low-income program. Language spoken is not a factor; just that they qualify as a low-income farmworker.

Commissioner Navarro asked if migrant worker meant the parent has to be working in a field. Mr. Walker responded the definition of farm work or agriculture has expanded considerably in the last year or so with changes to the Head Start performance standards. It now includes dairies, field work, processing, and packing house work. Anyone that touches any agricultural product people use, qualifies them as a farm worker. Director Beyeler asked what kind of student population is expected with the four classrooms available. Mr. Walker responded that there are four large preschool classrooms that can be divided into two infant/toddler classrooms. It'll be based on what kind of enrollment they get. The school will provide services for children from six months old to five years old and expect 80 kids. He stated the building has a full kitchen and they will serve breakfast, lunch and an afternoon snack. Manager Pettigrew stated there are kids currently being bussed to Hermiston that will now be able to attend in Boardman. Mr. Walker said they also have a classroom at Sam Boardman Elementary and two classrooms at A.C. Houghton Elementary in Irrigon. Commissioner Mayfield asked if there is already a school to attend, why is there a need for another one. Mr. Walker answered there will be plenty of kids to fill the new vacancies in Hermiston as well as fill the school in Boardman. Manager Pettigrew stated that OCDC is also occupying rooms at Sam Boardman and they could use their rooms back. Mr. Walker stated the building will be open year-round and the hours of operation vary depending on the parents work schedule. Commissioner Cain asked how many jobs will this create and what kind of wages will be paid. Mr. Walker stated the range will be from minimum wage jobs to professional Bachelor's degree jobs. He said there will be approximately 27 employees.

Commissioner Kreps asked if they have an outlined curriculum or standards to follow. Mr. Walker stated Headstart has a federal guideline education based program with family service components. He stated all the classrooms are dual language and Spanish is the most typical but if there is a need for another language the teacher would provide that as well.

Commissioner Kreps stated he felt the main access point on Willowfork Drive being so close to the stop sign to pull out onto Main Street will cause traffic congestion and they should consider moving it further down Willowfork to be directly across from the fire lane. Director Beyeler stated that it actually did meet the driveway standard in its current location. He stated moving the access point could be put in as a condition of approval. Commissioner Kreps said he thought it'd make it easier for emergency services as well and alleviate the chance of pedestrians getting hit. Mark Rossi with Pinnacle Architecture stated they looked at the entry point and due to the grades, they couldn't make the grades to get a front approach to the front of the building without moving the driveway further away. The fire access wouldn't be plus 8% on the grades which would create a problem and make it harder for emergency services as it would cut down on the turning radius and they just couldn't make it work. Mr. Rossi stated they pushed the access as far west as they could because they have potential plans to add two more classrooms to the building in the future so they will need the availability to do that as another reason why the access is located where it is. He also stated they designed the site plan with the Boardman Fire Department so the turns would work for them. Commissioner Cain said if the Head Start and Castle Rock Apartments sign a cross-access agreement, he suggested to add the placement of a sidewalk in between the two buildings to eliminate destroying the grass. Mr. Rossi stated that there is a sidewalk included in the plans. Commissioner Kreps asked if an entry could be placed off of Main Street. Director Beyeler stated the traffic load on Main Street is too great. Commissioner Mayfield asked who owns the lot. Mr. Walker stated the Umatilla Morrow Housing Authority and that OCDC will be purchasing from them and the City of Boardman will hold the trust deed. Manager Pettigrew stated the City has the grant enabling the City to administer the money and the City will hold the deed for five years. At that time, the property goes to OCDC. Commissioner Gray asked if the money is coming from the farm bill. Mr. Walker answered the funds for operation comes from Health and Human Services and the Administration for Children and Family controls the office of Headstart.

Commissioner Cain motioned to approve the Land Use Application for a Conditional Use Permit for the Oregon Child Development Center / Migrant Head Start with the conditions stated in the Staff Report. Commissioner Kreps seconded the motion. Motion passes 5-1. (1-Absent)

Roll Call:

Commissioner Barresse: Absent. Commissioner Kreps: Yes. Commissioner Mayfield: Yes.

Commission Chair Cole: Yes. Commission Vice Chair Gray: No. Commissioner Navarro: Yes.

Commissioner Cain: Yes.

DISCUSSION ITEMS:

None.

Meeting Adjourned at 7:40 P.M.