

BOARDMAN PLANNING COMMISSION MINUTES- REGULAR MEETING-DECEMBER 15, 2010

Commission Chair Glaya Baker called the meeting to order at 7:03 p.m. and she led the group in the Pledge of Allegiance.

Commissioners Present: Glaya Baker, Kellye Finch, and Cullen Martin

Commissioners Absent: Paul Beagle

Staff: Barry Beyeler-Community Development Director and
Jackie McCauley-Recorder

Audience: Mindy Binder-Columbia River Community Health Services and
Frankie Lezama

APPROVAL OF MINUTES

Commissioner Finch motioned to approve the minutes of November 17, 2010 as presented. Commissioner Martin seconded the motion. The motion passed 3-0.

OLD BUSINESS

None

NEW BUSINESS

Public Hearing – Site Design Review for New Health Clinic

Public Hearing opened at 7:05pm

Commission Chair Baker announced the purpose of the Hearing was to hear testimony regarding a Site Design Review for Columbia River Community Health Service's (CRCHS) new clinic. There were no abstentions from Planning Commissioners and no objections to the Commission's jurisdiction to hear the matter.

- Staff Report – Mr. Beyeler reviewed the City Staff Report with the Commission. CRCHS proposes to build a 15,394 square foot health clinic on tax lot #1901 of Morrow County Tax Map 4N2516BC (between Wilson Road and Willowfork Drive). The purpose of the hearing is to determine whether the project, as proposed, meets the design criteria for the relevant chapters of the Boardman Development Code as submitted, or will meet approval with conditions relevant to applicable code.

This property is 4.10 acres and dual-zoned, with the majority of the tax lot zoned Multi-Family Sub-district and the remaining zoned Commercial. The applicant has plans for possibly partitioning a portion of the southernmost portion of the property into a lot of 280 feet (east-west) by 285 feet (north-south) creating a lot of 79,800 square feet or 1.85 acres in size. The actual footprint of the proposed clinic lot is a total of 98,184 square feet or 2.25 acres, of which 1.17 acres is zoned Commercial and 1.08 acres is zoned Multi-family. The clinic project fits the Development Code best within the Commercial Zone criteria.

The property is located immediately west of the Umatilla County Housing Authority "Castle Rock Apartments" complex property. The City is currently working on equitable funding mechanisms for the Tatone street extension where benefitted properties share in the cost of the construction of the street. One option is pursuit of a Community Development Block Grant for the eligible portion of the street with addition cost sharing details. Should the CDBG be unsuccessful, sharing of the full cost of the street extension among the benefitted properties will be necessary. A condition requiring participation in equitable funding of this street extension should be considered by the Commission. The City has committed \$70,000 to the new health clinic over two budget years. This can be in the

form of cash or in-kind contributions. The portion of the cost of the new road may be an in-kind contribution to CRCHS from the City.

Mr. Beyeler outlined a list of the conditions required to meet the requirements of the Boardman Development Code, in accordance with the review of the submitted application from CRCHS.

- Proponent's Case – none
- Opponent's Case – none
- Public Agencies – none, although Mr. Beyeler has had conversations with DLCD about rezoning this property and they were in agreement.

Mindy Binder of CRCHS said they plan to begin this project in April of 2011.

Commissioner Finch motioned to close the hearing. Commissioner Martin seconded the motion. The motion passed 3-0.

Hearing was closed at 7:32pm .
Regular Meeting resumed at 7:32pm.

Site Design Review for CRCHS's new Clinic

Commission Chair Baker asked about the size of the emergency driveway openings. Mr. Beyeler said the 22 feet emergency vehicle driveway might be more efficient at 24 – 26 feet considering the long tail swing of ambulances.

Commissioner Finch asked for clarifications on the nine options listed in the Staff Report.

Commissioner Martin motioned to approve the project with the following conditions:

1. The applicant shall eliminate the dual zoning of the parcel, which the clinic will be located upon, by rezoning to Commercial District for the entire 2.25 acre parcel.
2. The applicant shall initiate and complete a partition of the property, in accordance with the provisions of Chapter 4.3 of the Boardman Development Code, to allow for the 1.83 acre parcel to remain in the Multi-Family Sub-District, to allow for the dedication of 10 feet of additional rights-of-way for future expansion and improvements of W. Wilson Rd., and sign a waiver of remonstrance to participate in any Local Improvement District formed to fund those future upgrades should an LID be the chosen method of financing.
3. The city shall initiate a Post Acknowledgment Plan Amendment to eliminate the dual zoning on the parcel, the medical clinic would be located upon, by zoning the 2.25 acre parcel to a single zone of either multi-family or commercial.
4. The applicant will dedicate 10-feet of land adjoining the frontage with W. Wilson Rd. as rights-of-way for W. Wilson Rd. as part of future improvement plans.
5. The applicant will be required to submit full construction drawings, for a meeting of Site Team Review members for a final review and fulfillment of all the provisions of a Type III review by the Boardman Planning Commission of the conditions of approval prior to issuance of a building permit.
6. To fulfill the requirements of Chapters 3.1 and 3.4 of the Boardman Development Code, the applicant shall participate in equitable funding mechanisms based upon the benefits derived to the property for the full extension of SW Tatone St. from SW Willowfork Dr. to W. Wilson Rd.

7. The applicant will submit full grading and drainage drawings during construction review for possible minor design modifications to meet storm water management criteria in Chapter 3.5.
8. The applicant will adjust the proposed driveway location onto the extension of Tatone St. to match the location of the driveway for the "Castle Rock Apartments" complex to avoid creating vehicular conflicts for left turn movements to either project.
9. The applicant shall submit required performance bonds, or other assurances allowable by code with City Manager approval for Development Code Section 3.2.300(A-E) and Section 4.2.700.

Commissioner Finch seconded the motion. The motion passed 3-0.

Review of Potential New Planning Commissioner

Frankie Lezama was present at the meeting and expressed an interest in serving on the Boardman Planning Commission. He said he wants to get involved in the community. He sees himself as a Hispanic who gets other Hispanics involved.

Commissioner Finch said she has known Mr. Lezama for nine years and has been impressed with how he gets involved. She would like to see Mr. Lezama appointed to the Planning Commission and perhaps he could get other Hispanics involved as well.

Commissioner Finch motioned to recommend the Boardman City Council appoint Mr. Lezama to the Boardman Planning Commission. Commissioner Martin seconded the motion. The motion passed 3-0.

Mr. Beyeler said perhaps Mr. Lezama would be up for appointment at the January 4, 2011 City Council meeting.

DISCUSSION ITEMS

Upcoming Site Team Meetings

The City will be setting up Site Team meetings possibly before the January 19, 2011 Planning Commission meeting regarding both the new clinic and the Castle Rock Apartment projects.

There may be some partition reviews at the January Planning Commission meeting for the Prancing Horse housing development.

Meeting was adjourned at 7:57 pm