

# SCAPPOOSE PLANNING COMMISSION MINUTES

Thursday, November 12<sup>th</sup>, 2020 at 7:00 p.m.

## Due to COVID-19 Restrictions;

Only a few Planning Commissioners and City staff were in Council Chambers for the meeting to maintain the required social distance. Other Commissioners and applicant are attending via conference call.

### 1.0 CALL TO ORDER

Commissioner Connell called the meeting to order at 7:09 PM

*(delayed waiting for Chair Freimuth, called him and was advised he was unable to attend. Commissioner Connell agreed to chair tonight's hearing)*

### 2.0 ROLL CALL

#### Commissioners;

Tim Connell Commissioner (in-person)  
Scott Jensen Vice Commissioner (call-in)  
Bill Blank Commissioner (in-person)  
Bruce Shoemaker Commissioner (in-person)  
Rita Bernhard Commissioner (call-in)  
Reed Kelly Commissioner (in-person)

#### Staff;

Laurie Oliver Joseph City Planner (in-person)  
Elizabeth Happala Office Administrator (in-person)

#### Excused;

Kevin Freimuth Chair  
Marisa Jacobs Alternate Commissioner

#### Applicant;

Kirsten Van Loo, Van Loo Associates LLC (call-in)

### 3.0 APPROVAL OF MINUTES

#### 3.1 October 8, 2020 meeting minutes

Commissioner Blank stated that his inaudible comment was that he stated the water infrastructure phasing was reasonable which City Planner Oliver Joseph agreed to add.

**Commissioner Blank moved, and Commissioner Bernhard seconded the motion to approve the October 8, 2020 Planning Commission minutes, as corrected. Motion Passed 6-0. AYES: Vice Chair Jensen, Commissioner Blank, Commissioner Connell, Commissioner Shoemaker, Commissioner Bernhard, and Commissioner Reed.**

### 4.0 CITIZEN INPUT

None

### 5.0 NEW BUSINESS

#### 5.1 DOCKET # ANX1-20, ZC1-20

Matthew Van Loo and Judith Bright have submitted an application for the proposed annexation and zone change of approximately 0.44 acres described as Columbia County Assessor Map Number: 3212-DA-00400. The site is located south of E Columbia Ave and just west of Jay Davis Lane, at 33946 E Columbia Ave. Based on the requirements of the Scappoose Development Code, if this property is annexed it would automatically receive Low Density Residential (R-1) zoning since the site has a "Suburban Residential" Comprehensive Plan Map designation.

***Format: Quasi-Judicial Land Use Public Hearing; verbal and written testimony will be accepted. Written comments can be accepted if submitted by 5:00 p.m., Wednesday, November 11, 2020.***

***(Date of City Council Meeting will be December 7<sup>th</sup>, 2020 at 7pm)***

Commissioner Connell read the order of the hearing.

*(Commissioner Connell had to pause for a moment as there was interference from the conference calls, he then asked those that called-in to mute themselves.)* He continued by asking for any ex-parte contacts or

conflicts of interest. Since there were none, he called for the staff report.

City Planner Oliver Joseph asked if everyone on the conference call could hear. Once they agreed she began on page 6 of the packet related to the location, then followed up with the findings, applicable approval criteria, staff recommendation and conditions of approval. Adding that the applicant is requesting annexation due to a failing septic system that was unable to be repaired. The property met all the requirements to annex into the city, which was required since the City policy only allows annexed properties to connect to city services. Adding that staff recommends that the Planning Commission recommend approval by City Council.

Commissioner Connell asked if the construction on E. Columbia Ave. was for this project.

City Planner Oliver Joseph replied that it was not.

Commissioner Connell asked for the applicant to state their name.

*Applicant Kirsten Van Loo was no longer on the conference call. She called the next day to say she accidentally disconnected instead of muting her call and was not able to get back into the conference call.*

City Planner Oliver Joseph stated that it was okay the applicant was not on the conference call since there were no written or verbal comments received or expected, which would require a rebuttal.

Commissioner Connell closed the hearing for deliberations by the Commission, adding that it was straight forward.

Commissioner Bernhard stated the staff report was well written and thanked City Planner Oliver Joseph.

**Commissioner Shoemaker moved, and Commissioner Blank seconded the motion to recommend approval of Docket# ANX1-20, ZC1-20 to City Council. Motion Passed 6-0. AYES: Vice Chair Jensen, Commissioner Blank, Commissioner Connell, Commissioner Shoemaker, Commissioner Bernhard, and Commissioner Reed.**

## **6.0 COMMUNICATIONS**

### **6.1 Calendar Check**

City Planner Oliver Joseph stated that there would not be any Planning Commission meetings the rest of the year as she has no applications to present, adding that the upcoming holidays fall on our regular Planning Commission dates.

Commissioner Connell went over the November and December calendar presented in the packet.

Commissioner Blank asked when their renewals are due.

Staff Happala went over the Commissioner's renewal dates.

### **6.2 Commissioner Comments**

Commissioner Blank congratulated staff on their fine work and it has been a difficult year.

### **6.3 Staff Comments**

City Planner Oliver Joseph went over the applications currently in review.

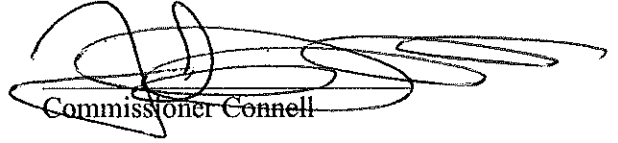
- 8-plex 2 story apartment complex on SW Maple St.
- Home Occupation permit for a nail salon on SE 1<sup>st</sup> St.

Commissioner Blank asked if all the events for the city have been cancelled

City Planner Oliver Joseph stated that the annual Boards & Committee appreciation dinner has been cancelled and the Annual Town Meeting will be virtual. Adding that Mayor Burge also recorded a state of the City video that will be available on-line soon.

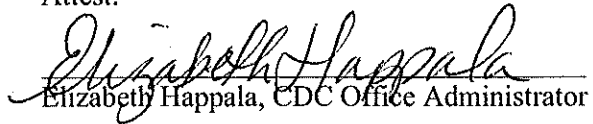
**7.0 ADJOURNMENT**

Commissioner Connell adjourned the meeting at 7:42 p.m.



Commissioner Connell

Attest:



Elizabeth Happala, CDC Office Administrator