

SCAPPOOSE PLANNING COMMISSION MINUTES

Thursday, January 14th, 2021 at 7:00 p.m.

Due to COVID-19 restrictions, a few Planning Commissioners attended virtually to maintain the required social distance.

1.0 CALL TO ORDER

Chair Freimuth called the meeting to order at 7:01pm.

2.0 ROLL CALL

Commissioners;

Kevin Freimuth	Chair (in-person)
Scott Jensen	Vice Chair (call-in, late)
Bill Blank	Commissioner (in-person)
Bruce Shoemaker	Commissioner (in-person)
Tim Connell	Commissioner (in-person)
Rita Bernhard	Commissioner (call-in)
Marisa Jacobs	Alternate Commissioner (in-person)

Staff;

Laurie Oliver	City Planner (in-person)
Elizabeth Happala	Office Administrator (in-person)
Isaac Butman	Program Analyst (in-person)

Applicant;

Adrienne Williams (in-person)

3.0 APPROVAL OF MINUTES

3.1 November 12, 2020 meeting minutes

Chair Freimuth asked for any comments or corrections. As there were none, Commission Blank moved and Commissioner Shoemaker seconded the motion to approve the minutes as presented. **Motion Passed 7-0.**
AYES: Chair Freimuth, Vice Chair Jensen, Commissioner Blank, Commissioner Shoemaker, Commissioner Connell, Commissioner Bernhard, and Alternate Commissioner Jacobs.

4.0 CITIZEN INPUT

Due to Covid19 the City of Scappoose will be accepting public comments by email or calling into the virtual meeting. Please contact the Planning Dept. at 503-543-7184 before 5pm Wed. Jan. 13, 2021.
(None, were submitted)

5.0 NEW BUSINESS

5.1 DOCKET # HO9-20

Adrienne Williams has requested a Type II Home Occupation Permit to authorize a Nail Salon business within a residence. The site is located at 52378 SE 1st Street, on property described as Columbia County Assessor Map No. 3212-DB-04900.

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, January 13, 2021.

Chair Freimuth read the docket item and order of hearing, then asked for any ex-parte contacts or conflicts of interest. Since there were none, he called for the staff report.

City Planner Oliver Joseph stated that she heard someone join the meeting virtually and asked if it was Vice Chair Jensen, which he confirmed for the record. She then stated that she would begin on page 5 of the packet related to the location, followed by the observations of the applicable approval criteria, staff recommendation and conditions of approval. Stating that this home occupation permit would have little impact on the neighbors due to the hours of business. Commenting that home occupation permits must be processed similar to conditional uses which allows the Planning Commission to review the application to see

if there are additional conditions, they want placed on the approval to ensure its more compatible with neighboring properties. Stating that on page 10 of the packet section C, it gives a list of conditions that the Planning Commission could choose from to place on their approval. Adding that due to the small nature of this business, she doesn't think any would be applicable and that staff recommends the Planning Commission approve HO9-20 Type II Home Occupation Permit with the five conditions of approval in place. Adding that if there were complaints or the applicant did not comply with the conditions of approval then there is a process to revoke the approved permit although no issues are expected with this one. She then asked if anyone had any questions, otherwise we can hand it over to the applicant.

Commissioner Blank asked if they could add a condition about the applicant meeting or will meet the current operating standards under Covid-19 public safety protocols.

Chair Freimuth stated that its more of a blanket mandate from the State of Oregon regardless of what they approve tonight.

City Planner Oliver Joseph added that the conditions of approval she adds to the approval must be contained within the city's development code. Adding that she appreciates that comment and stated that the commissioners could ask the applicant that question as her license might also state something similar.

Commissioner Blank agreed and wanted it on the record.

Commissioner Shoemaker agreed with City Planner Oliver Joseph about her conditions covering only the development code.

Vice Chair Jensen also agreed.

Chair Freimuth stated that when the commissioners had their training last year with the attorney, the basis was that their decisions must follow the development code. He then asked if the commissioners had any other questions for staff. As there were none, he turned it over to the applicant.

Applicant Adrienne Williams came forward and addressed Commissioner Blank's concerns about Covid-19. Stating that due to OSHA and her licensing, she has already signed off on Covid-19 protocols. Adding that she has lived in Scappoose for almost 13 years and is requesting the nail salon in her home as she saw a local need. Adding that she chose to have her business in her home due to high commercial rental prices in Scappoose as well as being able to be home for her child. She has also had conversations with the Fire Marshal to ensure she meets his requirements as well. Adding that she is and will be very conscientious about her home occupation permit as it is her home and her neighborhood. She then asked if anyone has any questions.

Commissioner Shoemaker asked if she has been in business before or if this is her first time.

Applicant Adrienne Williams stated that this will be new for her. Adding that she started and completed beauty school during the Covid pandemic. Stating it was not easy, but she completed her training with high marks.

Chair Freimuth asked if she had a business name picked out.

Applicant Adrienne Williams replied, The Nail Parlor. Stating that she chose 'parlor' as it means a gathering place in a private residence.

Commissioner Jacobs asked how she plans to do her marketing.

Applicant Adrienne Williams replied that she has several close friends that grew up in Scappoose and word-

of-mouth would be the biggest one as well as her new Facebook page. Although, she hopes to keep it small and legal while allowing her to keep a schedule around her child's needs.

Chair Freimuth asked if anyone on the phone had questions.

Commissioner Bernhard said no.

Vice Chair Jensen stated he was looking at google earth and saw one garage door for the 2-car bay, asking if she was going to separate it or add an interior wall to separate the business.

Applicant Adrienne Williams replied that she was not sure which google earth image he was looking at since it's actually a deep 4-car garage which she plans to cordon off the front quarter of the garage so the garage door will not be seen from the salon.

Chair Freimuth asked if there were any proponents; there were none, as no one from the public joined virtually or attended this meeting in person. He then asked for opponents; there were none. He continued by asking if anyone had any additional questions.

City Planner Oliver Joseph stated she didn't have any comments but could answer any additional questions.

Commissioner Connell asked if there was any consideration made for odors or to contain odors, adding that he's unsure of the requirements but from his experience with his wife he knows the polish removal is strong smelling.

Applicant Adrienne Williams agreed, adding that she has a great ventilation system along with air purifiers. And OSHA also has requirements on parts per million, which she will not exceed.

Chair Freimuth thanked the applicant for her time and closed the hearing. Then asked the Commissioners for their discussion.

Commissioner Blank stated that he took the OSHA test himself and it was quite easy. Adding that she has everything covered.

Applicant Adrienne Williams added that OSHA was quite detailed when it comes to nails, chemicals, funguses.

Chair Freimuth asked if any commissioners wanted to add any conditions from page 10 section C, as he didn't see any. There were none.

Commission Shoemaker moved, and Commissioner Jacobs seconded the motion to approve Docket #HO9-20 with the added Conditions of Approval presented. **Motion Passed 7-0. AYES: Chair Freimuth, Vice Chair Jensen, Commissioner Blank, Commissioner Shoemaker, Commissioner Connell, Commissioner Bernhard, and Alternate Commissioner Jacobs.**

6.0 COMMUNICATIONS

6.1 Calendar Check

Chair Freimuth went over the calendar within the packet.

6.2 Commissioner Comments


There were none.

6.3 Staff Comments

City Planner Oliver reminded the commissioners to review the info included in the packets on the Joint Work session with City Council and Planning Commissioners next Tuesday night. Adding that there was an email sent out about joining virtually and to review the code ahead of time. To recap, the city had a citizen request to rename an existing street and the city did not have any code language to address the issue. The city attorney suggested the city draft criteria to review street naming requests, which will be added to the Municipal Code not the Development Code. This would be the only opportunity for the commissioners to comment on the new code.

7.0 ADJOURNMENT

Chair Freimuth adjourned the meeting at 7:32 p.m.


Chair Kevin Freimuth

Attest:


Elizabeth Happala, Office Administrator