

**SCAPPOOSE PLANNING COMMISSION**  
Council Chambers at City Hall  
33568 East Columbia Avenue

**Meeting Minutes: Thursday, December 14<sup>th</sup>, 2017 at 7:00 p.m.**

**1.0 CALL TO ORDER**

**2.0 ROLL CALL**

**Planning Commissioners:**

Carmen Kulp	Chair
Scott Jensen	Vice Chair
Bill Blank	Commissioner
Bruce Shoemaker	Commissioner
Jim Dahla	Commissioner
Rita Bernhard	Commissioner

**Staff:**

Laurie Oliver	City Planner
Chris Negelspach	City Engineer
Elizabeth Happala	Office Administrator III

**Excused:**

Tim Connell	Commissioner
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**3.0 APPROVAL OF MINUTES**

**3.1 November 9<sup>th</sup>, 2017 meeting minutes**

Chair Kulp asked if anyone had any corrections, as there were none she asked for a motion to approve;

Commissioner Bernhard moved, and Commissioner Blank seconded the motion to approve the November 9<sup>th</sup>, 2017 Planning Commission meeting minutes. Motion passed 6-0.

**AYES: Chair Kulp, Vice Chair Jensen, Commissioner Blank, Commissioner Shoemaker, Commissioner Dahla and Commissioner Bernhard.**

**NAYS: None.**

**4.0 CITIZEN INPUT**

There were none.

**5.0 NEW BUSINESS**

**5.1 Docket # CU2-17**

Columbia River PUD has requested approval of an application for a Conditional Use Permit (CU2-17) to allow for the construction of an electric distribution substation in the Light Industrial zone. The site is located on the east side of West Lane Road, north of Wagner Court and south of Honeyman Road, on property described as Columbia County Assessor Map # 3106-00-00507.

**Format:** Quasi-Judicial Public Hearing, both verbal and written testimony may be provided during the hearing.

Chair Kulp read the docket item, the format of the hearing then asked for any ex-parte conflicts;

Commissioner Bernhard stated that she is on the PUD Advisory Committee but does not feel that position would impact her decision on this item.

Vice Chair Jensen stated that he works for the Port and has already seen this application plus he has worked with the

project engineer in the past within his professional capacity but does not foresee this involvement as an issue.

Chair Kulp asked if anyone wanted to challenge the commissioner's ex-parte conflict; as there were none she then read the order of the hearing.

City Planner Oliver began with the staff report and stated that staff does recommend approval with the 6 conditions of approval in place.

Vice Chair Jensen asked if the two driveways fronting West Lane Rd., noted on the plans, meet the access spacing standards.

City Engineer Negelspach replied that we do not have an access spacing requirement for this type of use.

City Planner Oliver added that they would only be accessing the site once a month and did not feel it was a big concern.

Vice Chair Jensen replied that he was not very concerned about it in this case but just wanted to make sure it was addressed if another parcel develops in the future and they ask us why their access was approved.

City Engineer Negelspach stated that the trips on this would be so infrequent.

Chair Kulp asked if there were any other questions for staff, as there were none she asked the applicant to step forward.

Applicant Brandon Staehely, PUD Engineering Supervisor, came forward and stated that they chose the location due to its proximity to the existing transmission line on West Lane Road and the existing distribution lines, which makes it a more cost-effective project. Adding that it allows the PUD to maintain reliability as required by the county and their board in addition to making it more cost effective for new and existing customers. Plus, the site was ideal due to the recent expansion of the urban growth boundary in the area and the current zoning nearby for business and industrial use. Adding they requested a buffer change from 10' to 6' so they can get their larger line trucks to back of the property, as once it is built out there will not be enough room to drive to the back with the larger buffer. He then asked the commissioners if they had any questions.

Commissioner Blank asked if the new substation was a supplement to their existing service and if it would affect any other substation, or if it was just adding additional service to the area; as it is fully consistent with the improvements going on West Lane Road right now.

Applicant Brandon Staehely agreed and stated that they do not anticipate any additional construction for their distribution facility at this time and that it will not impact any of their other distribution sub-stations.

Vice Chair Jensen asked about the additional setbacks required by the PUD.

Applicant Brandon Staehely replied that it has to do with their High Voltage equipment which requires it to be a certain distance from their fence. Stating that for 115 KV it is 13 feet and a few inches, but for this project they will have 15' setback from the fence.

Chair Kulp asked if they would put up any statues.

Applicant Brandon Staehely replied that he was not aware of any.

Vice Chair Jensen added that it could be a rotary project.

Chair Kulp thanked the applicant for his time then closed the hearing for deliberations; and asked commissioners if they had any questions. As there were none she asked for a motion;

Vice Chair Jensen moved, and Commissioner Shoemaker seconded the motion to approve Docket # CU2-17 with the 6 recommended conditions. Motion passed 6-0.

**AYES: Chair Kulp, Vice Chair Jensen, Commissioner Blank, Commissioner Shoemaker, Commissioner Dahla and Commissioner Bernhard.**

**NAYS: None.**

## **5.2 Docket # CPTA3-17—DCTA3-17**

The City of Scappoose proposes land use amendments consisting of the following proposed actions:

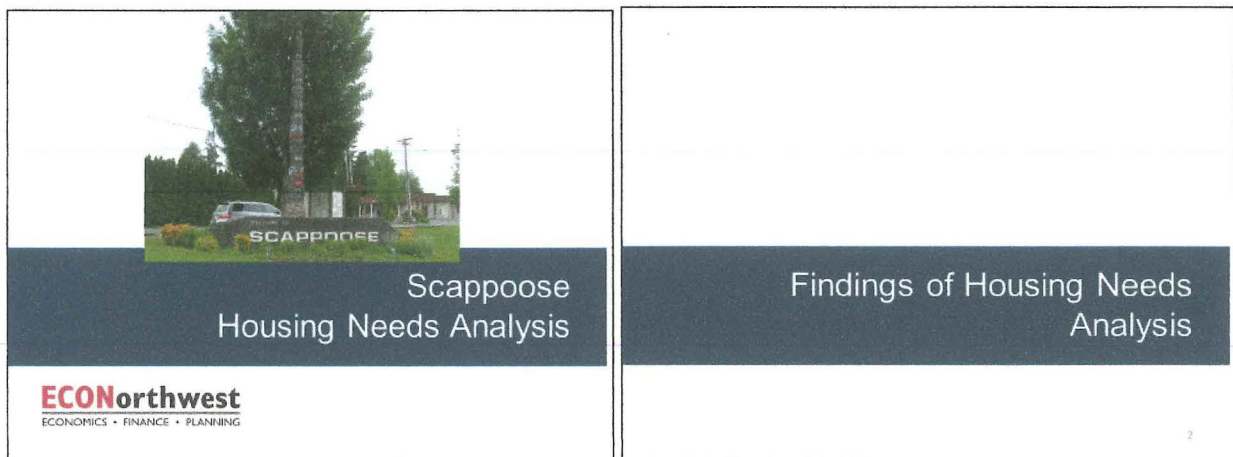
- Adoption of the 2017 Housing Needs Analysis
- Comprehensive Plan Text Amendment (CPTA3-17) to amend the Inventories Section, the Housing Goals and Policies, Land Use Goals and Policies and to update Appendices C, I and K.
- Development Code Text Amendment (DCTA3-17) to amend Chapters 17.26 (Definitions), 17.44 (R-1, Low Density Residential), 17.50 (R-4, Moderate Density Residential), 17.54 (MH, Manufactured Housing), 17.56 (A-1, High Density Residential), 17.62 (GC, General Commercial), 17.68 (EC, Expanded Commercial), 17.78 (PL-U, Public Lands–Utility), 17.80 (Downtown Overlay), 17.81 (PD, Planned Development Overlay), 17.84 (Sensitive Lands Development-Flooding), 17.92 (ADU, Accessory Dwelling Units), 17.120 (Site Development Review) and to add a new Chapter 17.58 (CHD, Cottage Housing Development).

**Format:** Legislative Land Use hearing, both verbal and written testimony may be provided.

Chair Kulp read the above docket item, and the format of the hearing;

City Planner Oliver went over the staff report and stated that staff recommends approval for the City Council hearing on January 2<sup>nd</sup>, 2018.

ECONorthwest Consultant, Beth Goodman, came forward to present her below Power-Point presentation;



## Parts of the HNA

- Inventory of vacant buildable residential land
- Forecast of population and housing growth and land needs for 2018-2038
- Types of housing needed to meet need for housing affordable to households at all income levels

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## Buildable Land

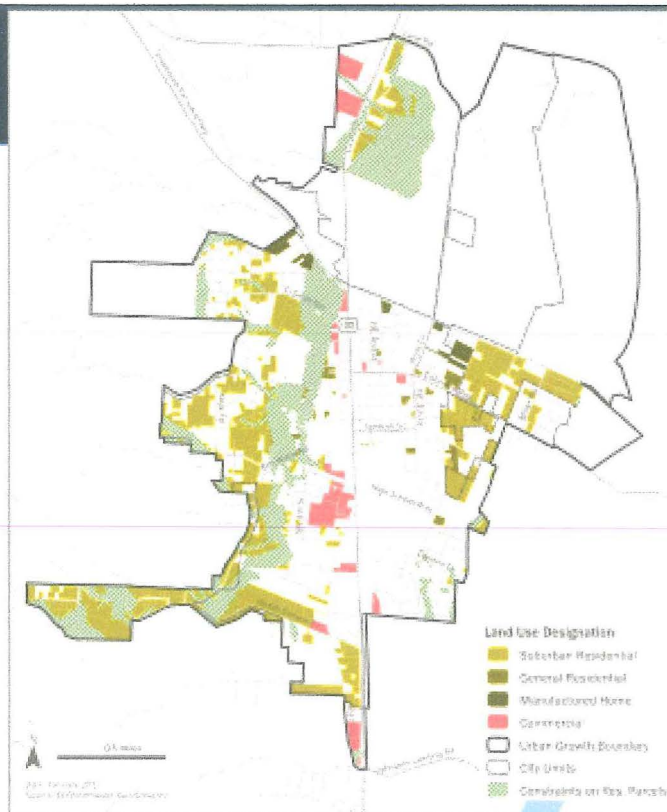
**Vacant, unconstrained  
buildable land**

General Residential: 12 acres

Suburban Residential: 261  
acres

Manufactured: 12 acres

Commercial: 42 acres





## Forecast of Growth

Change in persons	3,265
<i>minus</i> Change in persons in group quarters	31
<i>equals</i> Persons in households	3,234
Average household size	2.73
New occupied DU	1,185
<i>times</i> Aggregate vacancy rate	3.7%
<i>equals</i> Vacant dwelling units	44
<b>Total new dwelling units (2018-2038)</b>	<b>1,229</b>
<b>Annual average of new dwelling units</b>	<b>61</b>

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## Changing Demographics

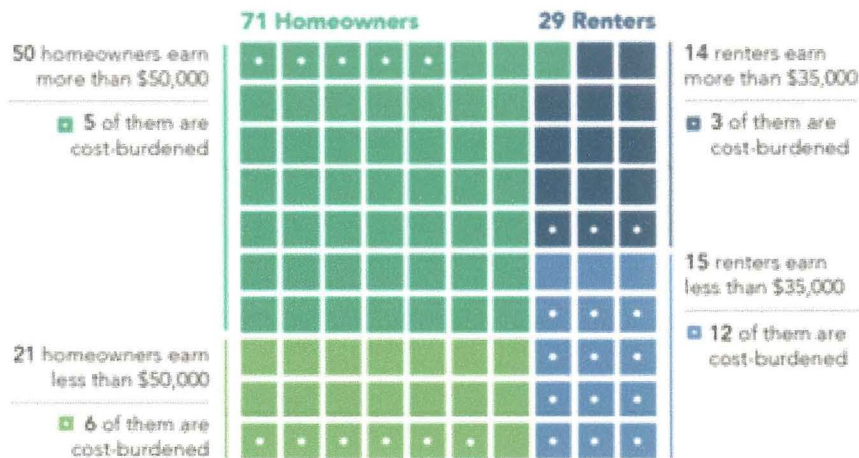
- Changes in age of residents
  - Baby Boomers, 74 to 92 years old by 2038
  - Millennials, 38 to 58 by 2038
- Continued growth in Hispanic and Latino population
- Together → Increase need for wider range of more affordable housing types

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# Need for Affordable Housing

## Illustration of Cost Burden If all of Scappoose's Households were 100 Residents

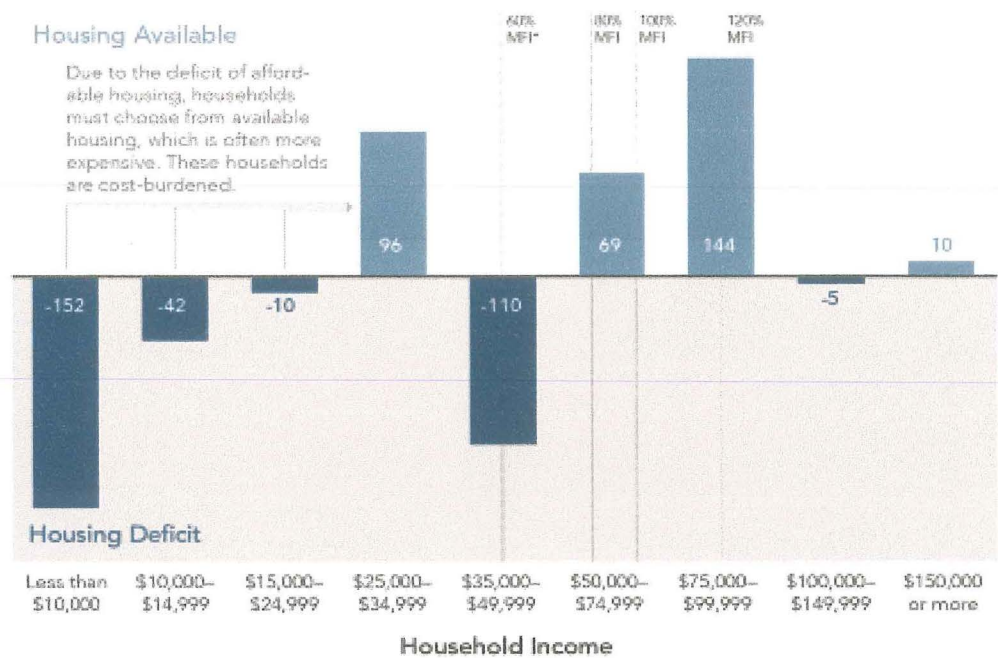
Source: US Census Bureau, 2011-15 ACS



## Affordable Housing Costs and Units by Income Level, Scappoose, 2015

### Housing Available

Due to the deficit of affordable housing, households must choose from available housing, which is often more expensive. These households are cost-burdened.





## Needed housing: More diverse types of housing

Needed new dwelling units (2018-2038)	1,229
Dwelling units by structure type	
Single-family detached	
Percent single-family detached DU	65%
equals Total new single-family detached DU	799
Single-family attached	
Percent single-family attached DU	7%
equals Total new single-family attached DU	86
Multifamily - 2 to 4 du/structure	
Percent multifamily 2 to 4 du/structure	10%
equals Total new multifamily 2 to 4 DU	123
Multifamily - 5+ du/structure	
Percent multifamily 5+ du/structure	18%
equals Total new multifamily 5+ DU	221
Total new dwelling units (2018-2038)	1,229

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## HNA: What types of housing?



## HNA Conclusions

- Scappoose needs a wider range of housing types
  - Opportunities to develop more affordable single-family housing types
  - Opportunities for more attached and multifamily housing
- Scappoose has a very limited supply of land for multifamily housing and is planning to accommodate most multifamily in Commercial zones

## Recommendations

- Remove barriers to multifamily development in the zoning code
- Plan to provide opportunities for a wider range of housing types
- Update the City's Comprehensive Plan policies
- Develop policies to support development of low-income and workforce affordable housing
- Monitor residential land development



## **ECONorthwest**

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Chair Kulp asked if anyone had any further questions for the EcoNorthwest consultant;

Commissioner Blank stated that he appreciates the conversation on affordable housing in our area.

ECONorthwest Consultant, Beth Goodman, stated that these are critical issues that are being discussed state wide. Adding that it is essential to remove the barriers to affordable housing for the city and the community.

Commissioner Bernhard asked if she would be discussing the survey results.

City Planner Oliver stated that it was such a small survey number with only 10 respondents of the 25 people in attendance. She discussed it with ECONorthwest Consultant, Beth Goodman, and since there was not a large number in attendance or respondents, that it would be difficult to base a decision on or make any changes to what we have been working on.

Commissioner Bernhard stated that the people that did respond to the questions were not very thrilled about the changes.

Chair Kulp asked if it was that they didn't understand, or didn't have a good perception of what they are doing.

City Planner Oliver stated that many had to do with the height of the building and the others rated a 3 which is in the middle. Adding that the ones that did come had some strong opinions but had there been a bigger turn out we might have had a better idea of what the general consensus would be.

Commissioner Blank stated that he is a strong proponent of having another look at it in 3 years, since we'll have a better handle of what we are looking at.

Chair Kulp agreed adding that the economy will have a huge impact in about 3-4 years when the housing market does a switch again. And that the city will need to address it a couple of times.

ECONorthwest Consultant, Beth Goodman added that in the downturn the people who were often most hurt were the lower income who had less access to affordable housing.

Chair Kulp disagreed, the view from her work position showed that people tend to spend more than they should have.

ECONorthwest Consultant, Beth Goodman added that property rates substantially increased as well during that time.

Chair Kulp thanked ECONorthwest Consultant, Beth Goodman adding that she did a great job.

ECONorthwest Consultant, Beth Goodman thanked her and said Scappoose is a great community to work with.

Chair Kulp asked about page 175 in the packet regarding NORTH PLAINS.

ECONorthwest Consultant, Beth Goodman stated that was their error, it should say Scappoose not North Plains.

Chair Kulp then asked about the policy #2 on page 229; change the sentence to flow better.

City Planner Oliver stated that they could delete the word, "other conveniences".

Vice Chair Jensen asked about eliminating; "older portions of town".

Commissioner Bernhard stated that the older section of town has larger lot sizes.

Chair Kulp asked about adding; to provide better amenities or more suitable for greater density development.

City Planner Oliver asked if they wanted to drop "older portions of town".

Vice Chair Jensen suggested dropping the word "older".

City Planner Oliver & Chair Kulp worked on the new sentence; "Encourage greater densities in portions of town which are convenient to shopping and more suitable for development at greater densities than outlying areas".

Chair Kulp then asked about page 226, item #8 remove the word; "of" and for item #9 change the last half of the sentence to read; "and requirements allowing reasonable reduction in development costs".

City Planner Oliver asked if anyone else had any corrections or changes; there were none.

Chair Kulp asked if anyone else had any questions or comments before closing the hearing; there were none and she closed the hearing for deliberations.

Commissioner Bernhard thanked the ECONorthwest Consultant.

Vice Chair Jensen stated its fairly easy as everything has already been done by everyone over the past year.

Commissioner Blank stated that he is now satisfied the building heights.

Commissioner Shoemaker stated that the changes are needed and we need to have more of this type of housing in the area, it should help the developers, but in general the public is in its usual state of not-in-my-back-yard. Adding that the small amount of available lands we have left need to go towards affordable housing.

Chair Kulp stated that affordable housing is relevant to our community and as better jobs come in and the economy changes it makes it a moving target but it is a starting point for us. And we'll see what happens in 3 years.

Commissioner Blank stated that when we look at 20 years down the road and 1200 new dwelling units, where does that come from with the available land we have; we can no longer do what we have traditionally done in the past to get that density.

Chair Kulp stated we have to have a vision of how we want our town to look.

Commissioner Bernhard stated that there are so many factors that play into this and many of them we don't have any control over and we just make the best estimate that we can with the information we have now.

Chair Kulp stated it is a start that we are updating our codes.

Vice Chair Jensen stated that we are doing a good job at looking ahead especially with the building height increases as we are looking at 20 years and beyond since most of these new buildings will be here for 40-50 years.

Chair Kulp stated there will always be positives and negatives with it, as with everything.

Commissioner Blank stated there are no skyscrapers in there.

Chair Kulp asked if anyone wanted to make the recommendation for City Council with the changes.

City Planner Oliver stated the page numbers for the changes were on 226 & 229.

Vice Chair Jensen moved, and Commissioner Bernhard seconded the motion to recommend approval to City Council Docket # CPTA3-17 and DCTA3-17 as amended on pages 226 & 229.

Motion passed 6-0.

**AYES: Chair Kulp, Vice Chair Jensen, Commissioner Blank, Commissioner Shoemaker, Commissioner Dahla and Commissioner Bernhard.**

**NAYS: None.**

## **6.0 COMMUNICATIONS**

### **6.1 Calendar Check**

Commissioner Bernhard asked if they were meeting twice in January.

City Planner Oliver replied yes on the 11<sup>th</sup> & the 25<sup>th</sup>, as the McDonald's remodel triggers a major modification of the original approval; they took out the gas station and mini-mart to expand the restaurant area.

Commissioner Blank stated he might not be available on the 25<sup>th</sup>.

### **6.2 Commissioner Comments**

Commissioner Blank stated that as they move forward it will be up to City Council to act on this; it has been a long

process and at least they can finally move forward.

Chair Kulp stated that it is a stepping stone adding that the OMIC training center is a huge plus for our community along with the other developments that will be coming.

Commissioner Bernhard stated that once all that plays out, it will really impact what they have discussed tonight.

Commissioner Blank stated that the West Lane Road upgrades are finally coming along and once it's finished it will be a nice improvement for that area.

### **6.3 Staff Comments**

City Planner Oliver stated that the last hearing was long and difficult, but it was not appealed so the homeowners must have come to an agreement.

Commissioner Bernhard stated that it was a hard choice to make as there were a lot of issues involved; and she was concerned in the beginning there might not be the ability for the folks to get together but by the end of the night they were at least talking to each other.

City Planner Oliver stated that she and the City Engineer recently had a pre-application conference with Premier Jets who purchased some of the Port property on Wagner Ct.; they are moving ahead as quickly as possible. They are an air ambulance service that transports patients and organs.

Vice Chair Jensen stated it's not so much on an emergency basis, for example if you were hurt in Italy and your insurance company needs to bring you back to the states with a doctor attending to you on board.

Commissioner Bernhard stated that she read about that in the paper but it mentioned a jet ambulance, so it didn't make sense at first.

Commissioner Blank asked how many locations they have.

City Planner Oliver stated they are centered in Hillsboro but they work around the world.

Commissioner Blank asked if they were leaving Hillsboro.

City Planner Oliver replied that they would still be in Hillsboro.

City Engineer Negelspach stated they would be doing more maintenance and storage here.

City Planner Oliver added that they need the runway extension to happen here.

City Engineer Negelspach added that they need the additional 1500' of runway to handle their larger jets.

Vice Chair Jensen stated that the existing runway is 5100' but there is the possibility of an additional 900'.

Commissioner Bernhard asked what the timeline would be for the runway extension.

Vice Chair Jensen stated that everyone will be able to read it once they approve the Airport Master Plan; it is in the plan, but it is not scheduled. Adding that per the FAA; if it's not in the plan then they can't do it but it could happen sooner than later with the OMIC development and the east side developments that could create justification for



doing it sooner.

City Engineer Negelspach asked how those projects get funded.

Vice Chair Jensen replied typically it's a 90% grant from the FAA for smaller airports, but they are only allowed to do so much every year and they know the taxiway improvement will be in the next 2-3 years.

City Planner Oliver stated that we might be approving the Airport Master Plan on January 25<sup>th</sup>; the Port adopted it in 2016 but to make it official we'll make it a component of our Comp Plan.

Commissioner Bernhard stated that there has been a lot happening here in the last year or two.

City Planner Oliver stated that once the changes are made to the development code the commission recommended Council approve tonight; there are several multi-family & subdivision plans that applicants are just waiting to submit once those changes are approved and in effect in February. Adding that there is also a Japanese tool manufacturing company that might be going onto Scott Parkers property that was just annexed in; there is a lot of movement in that area.

Commissioner Bernhard stated that this all started 20-30 years ago when she was on Planning Commission, then Mayor.

## **7.0 ADJOURNMENT**

Chair Kulp adjourned the meeting at 8:15pm.



Chair Carmen Kulp

Attest:



Elizabeth Happala, Office Administrator III