

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

PLANNING COMMISSION MEETING MINUTES: Thursday, January 25, 2018 at 7:00 p.m.

1.0 CALL TO ORDER

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

2.0 ROLL CALL

Planning Commissioners:

Carmen Kulp	Chair
Bruce Shoemaker	Commissioner
Rita Bernhard	Commissioner
Tim Connell	Commissioner

Staff:

Laurie Oliver	City Planner
Garett Peterson	Program Analyst
Susan M. Reeves	City Recorder

Excused: Vice Chair Scott Jensen, Commissioner Blank, Commissioner Dahla, and Office Administrator III Elizabeth Happala

3.0 APPROVAL OF MINUTES

3.1 January 11th, 2018 meeting minutes

Commissioner Connell moved, and Commissioner Bernhard seconded the motion to approve the January 11th, 2018 Planning Commission meeting minutes. Motion passed 4-0.

AYES: Chair Kulp, Commissioner Shoemaker, Commissioner Bernhard and Commissioner Connell.

NAYS: None.

4.0 CITIZEN INPUT

There were none.

5.0 NEW BUSINESS

5.1 Docket # CPTA1-17—DCTA1-17

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

- Adoption of the 2016 Scappoose Industrial Airpark Master Plan Update.
- Comprehensive Plan Text Amendment (CPTA1-17) to amend the Inventories section and replace Appendix H with the 2016 Scappoose Industrial Airpark Master Plan.
- Development Code Text Amendment (DCTA1-17) to amend Chapters 17.69 (PUA, Public Use Airport), 17.73 (AR, Airport Related), and 17.88 (AO, Public Use Airport Safety and Compatibility Overlays).
- Update the 2016 TSP to include the 2016 Scappoose Industrial Airpark Master Plan Update as Section O of Volume 2

Format: Legislative Public Hearing, both verbal and written testimony may be provided during the hearing.

The initial City Council hearing is scheduled for **February 5, 2018**, with a final City Council hearing scheduled for **February 20, 2018**, at 7:00 PM in the City Hall Council Chambers.

City Planner Laurie Oliver explained this format should be Legislative, and not Quasi-Judicial.

Chair Kulp read the opening statement, and opened the public hearing at 7:02 p.m.

City Planner Laurie Oliver explained she is going to have Garrett Peterson present the staff report. She explained he drafted the staff report for us, and this is great experience for him to present to tonight.

Program Analyst Garrett Peterson went over the staff report. He explained an update to the Airport Master Plan for the Scappoose Industrial Airpark was completed by the Port of St. Helens (POSH) in March 2016, and replaces the previous Airport Master Plan dated September 2004. The purpose of the master plan was to identify necessary airport improvements to serve current and projected aviation demand, comply with Federal Aviation Administration (FAA) design standards, and address airport sponsor, airport user, and other stakeholder issues identified as part of the planning process. The Federal Aviation Administration (FAA) recommends that airports periodically update their master plans as conditions affecting airport operations and development occur. The chapters of the Airport Master Plan were published in draft format for review and comment throughout the planning process. Once review comments were incorporated into all draft chapters, a comprehensive report was published. Throughout the planning and implementation process, there was active public involvement most notably the creation of a Planning Advisory committee which was a 12 member committee with representatives from the Oregon Department of Aviation (ODA), Federal Aviation Administration (FAA), and other community members. In addition, multiple open houses were held and a project website was created to inform the project on important project related details. The Master Plan was written by the Port of St. Helens to be compliant with federal and state regulations regarding airport planning. The Oregon Department of Aviation and Federal Aviation Administration has already approved of the Master Plan. It is important to note that this proposal is not to amend the Airport Master Plan itself, but instead to adopt it in its entirety as an appendix in our Comprehensive Plan because the necessary stakeholders have already approved the contents of the Master Plan. He explained this staff report outlines the rationale used to support the approval and adoption of the proposed Comprehensive Plan Text Amendment, Development Code Text Amendments, TSP update and the 2016 Scappoose Industrial Airpark Master Plan.

Findings for Approval

- The proposal to adopt the 2016 Scappoose Industrial Airpark Master Plan Update builds on the adoption of Ordinance 786 and 816. Ordinance 786 officially adopted the 2004 Airport Master Plan and amended Scappoose Municipal Ordinance 658 and the Scappoose Transportation System Plan to reflect the conditions in the Airport Master Plan. Ordinance 816 amended the Land Use Goals and Policies section of the Comprehensive Plan to include text related to "Airport Employment". Ordinance 816 also amended the Scappoose Municipal Code to include Chapter 17.74 "Airport Employment Overlay Zones". Both Ordinance 786 and 816

were written to be compliant with the state Aviation System Plan, OAR 660, Division 13 (Airport Planning) and ORS 836.000 through 836.630.

- Adopting the 2016 Scappoose Industrial Airpark Master Plan Update will aid in the application of the Scappoose Development Code regulations regarding allowable land uses and practices on and near the Scappoose Industrial Airpark.
- Adopting the 2016 Airport Master Plan will clearly demonstrate that the City has reviewed and accepted the Port of St. Helens' Master Plan for the ongoing operations of the airpark.
- The Comprehensive Plan and Development Code amendments reflect correct conditions based on the 2016 Airport Master Plan Update while also properly referencing the current Airport Master Plan.
- The TSP update adds a section regarding the airport to the transportation system plan and also adds the Airport Master Plan as an appendix.

Garett Peterson explained to gain additional information that may assist you in the decision making process, please see the Statewide Goals listed on pages 9 – 16 on your packet, Comp Plan goals and Policies on pages 16-19, and the Procedures for Legislative Decision Making on page 19.

Based on the information from the applicable statutes, rules, comprehensive plan provisions and implementing ordinances; and the information within the September 2016 Scappoose Industrial Airpark Master Plan Update, City Staff recommends that the Planning Commission recommend adoption of the four proposals for consideration by the City Council. He explained if there are any additional questions I would be happy to answer them. In addition, a representative from the Port is also present to answer the more technical questions.

Chair Kulp asked the Planning Commission if they have any questions. Seeing none, she asked Craig Allison with the Port of St. Helens if he would like to speak.

Craig Allison, Property Operations Manager for the Port of St. Helens, explained the staff report prepared by the City was impressive and a really good summary not only of the contents, but of the process. He said it is a great summary of all the relevant aspects.

Chair Kulp replied basically what we are looking at is the changes that were made on pages 199 – 204 of the report.

City Planner Laurie Oliver explained what is currently in our Comprehensive Plan is extremely old, and so this is just a little house keeping.

Chair Kulp asked Craig Allison if the Port of St. Helens is looking at a good expansion out there?

Craig Allison replied we hope so. He explained there are a number of things in the works in terms of their projects and property as well as adjacent private developments, and it is all very promising. He stated it is a busy time.

Commissioner Bernhard stated the information provided by staff is very thorough.

Chair Kulp replied as always.

Chair Kulp explained what we are being asked to recommend the City Council to approve is ~

- Adoption of the 2016 Scappoose Industrial Airpark Master Plan Update.
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Commissioner Shoemaker moved, and Commissioner Bernhard seconded the motion to recommend approval of the application to City Council for Adoption of the 2016 Scappoose Industrial Airpark Master Plan Update; Comprehensive Plan Text Amendment (CPTA1-17) to amend the Inventories section and replace Appendix H with the 2016 Scappoose Industrial Airpark Master Plan; Development Code Text Amendment (DCTA1-17) to amend Chapters 17.69 (PUA, Public Use Airport), 17.73 (AR, Airport Related), and 17.88 (AO, Public Use Airport Safety and Compatibility Overlays); Update the 2016 TSP to include the 2016 Scappoose Industrial Airpark Master Plan Update as Section O of Volume 2.

AYES: Chair Kulp, Commissioner Shoemaker, Commissioner Bernhard and Commissioner Connell. NAYS: None.

Chair Kulp stated to Craig Allison that the Port of St. Helens did a great job on the Master Plan as well.

Craig Allison replied thank you, they had very good assistance, from not only the stakeholders, but their consultants as well.

Chair Kulp replied it will be nice to see the airport grow.

Craig Allison replied it is a great facility, and they are very proud of it, and there is a lot of potential there.

Chair Kulp thanked Craig Allison.

6.0 COMMUNICATIONS

6.1 Calendar Check

City Planner Laurie Oliver went over the items on the upcoming calendar. She reminded the Commissioners about the Boards & Commissions Appreciation Dinner on February 1st, starting at 6pm. She continued to go over the calendar and explained some of the agenda items that will be before City Council. She explained there will not be a Planning Commission meeting on February 22nd. She reminded them about the Annual Town Meeting being on February 10, at the Scappoose High School, starting at 8am.

6.2 Commissioner Comments

Commissioner Connell asked if they need any assistance at the Annual Town Meeting.

City Planner Laurie Oliver replied actually we do, thank you. She explained they are looking for a few more people to be at the individual tables when they breakout to the smaller groups.

Commissioner Connell explained he and possibly his wife can help.

Chair Kulp replied she will help also.

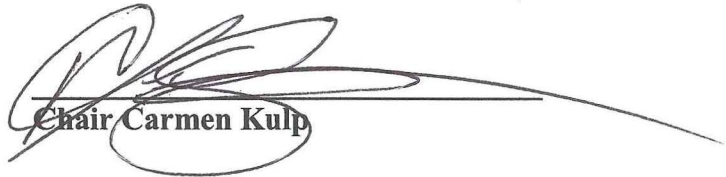
Chair Kulp stated to City Planner Laurie Oliver that she does a fantastic job, and she appreciates how she writes everything up for the Planning Commission.

6.3 Staff Comments

City Planner Laurie Oliver stated things are very busy. She went over the some of the items that have been submitted, and the timeline of when they will have a pre-app.

7.0 ADJOURNMENT

Chair Kulp closed the hearing 7:25 pm.



Chair Carmen Kulp

Attest:



Susan M. Reeves, MMC, City Recorder