

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

**Planning Commission Meeting Minutes: Thursday, February 8<sup>th</sup>, 2018 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
Rita Bernhard	Commissioner

**Staff:**

Laurie Oliver	City Planner
Elizabeth Happala	Office Administrator III

**Excused:**

Jim Dahla	Commissioner
Tim Connell	Commissioner

**3.0 APPROVAL OF MINUTES**

**3.1 January 25<sup>th</sup>, 2018 meeting minutes**

Commissioner Bernhard moved, and Commissioner Shoemaker seconded the motion to approve the January 25<sup>th</sup>, 2018 Planning Commission meeting minutes. Motion passed 5-0.

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

**NAYS: None.**

**4.0 CITIZEN INPUT**

There were none.

**5.0 NEW BUSINESS**

**5.1 Docket # ANX1-18/CPA2-18/ZC2-18**

The City of Scappoose proposes to annex several City owned properties to include those portions of the Crown Zellerbach linear trail within the Urban Growth Boundary, the Miller Road Water Treatment Plant, the Wastewater Treatment Plant and a portion of the Miller Road right-of-way, totaling 63.6 acres, described as Columbia County Assessor Map Numbers: 3107-00-00500, 3107-00-00600, 3107-00-01600 (a portion thereof), 3107-BD-00100, and 3212-AA-01700. Based on the requirements of the Scappoose Development Code, if this property is annexed the Miller Road Water Treatment Plant and the Wastewater Treatment Plant will automatically receive (PL-U) Public Lands Utility zoning in conformance with their (PL) Public Lands Comp Plan designations. For those portions of the linear trail within the Urban Growth Boundary, the City proposes to amend the Comp Plan map to change the Comp Plan designations from MH (Manufactured Housing) and SR (Suburban Residential) to PL (Public Lands), with a corresponding zone change to (PL-R) Public Lands Recreation.

*Format: Quasi-Judicial Public Hearing, both verbal and written testimony may be provided during the hearing. A subsequent hearing by the City Council is scheduled for Tuesday, February 20, 2018 at 7:00 PM in the Council Chambers*

Chair Kulp read the docket item, the order of the hearing and asked if any commissioners had any ex-parte conflicts. There were none.

City Planner Oliver read the staff report and stated that staff recommends Planning Commission recommend approval to City Council.

Chair Kulp asked about the Fire Marshall's comment regarding fire access at Miller Rd.

City Planner Oliver replied that she wanted to confirm that they still want emergency fire access to the trail; adding that they will have access from the trail parking area as well as access from Miller Rd.

Commissioner Blank asked if there were any other objections besides the areas that could be wildlife attractants which are conflicts for airport operations.

City Planner Oliver replied that she responded to the Port that this was not a part of any development proposal and that they would always be notified when there are any proposed developments in the area; and given an opportunity to comment.

Vice Chair Jensen stated that it is just standard, like the fire dept. comment to get it on the record.

Commissioner Blank stated that he has been to the Public Works compound since the Community Club items are stored there; and sees all the plane traffic.

Chair Kulp stated the positive here is the fact that it is becoming public and will not be developed in any way.

City Planner Oliver agreed plus cleaning up the comp plan and designating it as public lands.

Chair Kulp asked if any other commissioners had any questions or comments. There were none, so she asked if there were any audience members that wanted to speak.

Property Owner Anne Marie Goldade lives near the Crown Zellerbach Trail; she has several questions about making the property in her neighborhood, which is mostly manufactured homes, into Public Lands.

Chair Kulp explained that they are only talking about annexing in part of the Crown Zellerbach trail, Public Works/Wastewater compound and the Water Treatment Plan; those are the only properties to be designated Public Land.

Property Owner Anne Marie Goldade apologizes, she misunderstood.

City Planner Oliver explained that it was only the city owned parcels.

Commissioner Blank & Chair Kulp explained that it is not private property, this application is only annexing city properties.

Property Owner Anne Marie Goldade asked if the Crown Zellerbach trail was owned by the City.

Chair Kulp replied that it is owned by the city and that it is currently in the Urban Growth Boundary.

Property Owner Anne Marie Goldade stated that she was told it was owned by the Port of St. Helens.

City Planner Oliver replied that it was at one time, but it is currently owned by the City.

Property Owner Anne Marie Goldade asked if the city was planning on keeping the trail.

City Planner Oliver replied yes but there will be a portion of the trail near West Lane Rd. that will be replaced for realignment purposes for that intersection; then the new roadway will move north and away from the trail as it moves east.

Property Owner Anne Marie Goldade stated that she understands there might be a parking lot there as well.

City Planner Oliver replied that she was correct and that it was part of the Columbia Airpark East Subdivision that was approved last fall. Adding that since they would be replacing the part of the trail near the intersection, the city conditioned the developers to add parking for 22 cars, restrooms and landscaping.

Property Owner Anne Marie Goldade asked if that gate would always be open.

City Planner Oliver replied that it would be removed, but there would be no access for anyone to drive onto the trail, as the only access would be from the parking lot.

Property Owner Anne Marie Goldade asked if the proposed new road would run alongside the trail.

City Planner Oliver explained that the road will not be any closer than 30' to the trail.

Property Owner Anne Marie Goldade asked if they were also going to install a barrier of trees.

City Planner Oliver replied yes, as it is a requirement for all new development.

Property Owner Anne Marie Goldade asked if this road would run all the way down to Honeyman Rd.

City Planner Oliver replied no, as the new roadway will head north just past Miller Road and will connect to Moore Rd. at the north end of the airport.

Property Owner Anne Marie Goldade asked if the roadway would just be an access to the runway extension.

City Planner Oliver replied that the new roadway would access the whole east side of the airport for the subdivision that was approved.

Property Owner Anne Marie Goldade asked if the access road would have access off the other end of the trail by Honeyman Rd.

City Planner Oliver stated that she could email her and request to have her send her the approved plat so she could see where the new roadway heads north near Miller Rd. Adding that the new roadway would not be any closer than 30' to the trail on the north side of the trail.

Property Owner Anne Marie Goldade thanked her for her time.

Property Owner Carolyn Collie, lives off North Rd., has lived there 43 years and has about 860' of property abutting the Crown Zellerbach trail; adding that when she looked up PL-R zoning it stated minimum building heights, lot sizes and maximum property coverage shall be determined on a case-by-case basis by Planning Commission. Adding that she does not currently have any plans to develop her lot but is 100' from both North Rd. and Bird Rd. to access her property but is concerned whether this annexation and re-zone would restrict her property in any way.

City Planner Oliver stated that her land would not be re-zoned that it is only the city's land that would be zoned PL-R, and that it would not restrict her.

Property Owner Carolyn Collie asked if it would affect the sale of her property by having Public Land Recreation abutting it.

City Planner Oliver replied that generally property that is near a park has an increased property value not a decrease. Adding that although there are no dimensional requirements in the code and any development would require Planning Commission approval, the only use allowed in that zone is public recreation. And the area is within the airport protection zone which limits the height of all structures.

Property Owner Carolyn Collie, stated that the Wagner Property used to be the site of the summer games for the Native Americans. Her concern is the artifacts that could still be under the ground and wanted to know if that area would be watched. Adding that the state mentions that in their website.

City Planner Oliver replied that as part of the Columbia East Airpark Subdivision, they did a cultural resource study.

Property Owner Carolyn Collie stated she was talking about the west side area.

City Planner Oliver replied that during the land use approval process, prior to it coming to Planning Commission approval; if there were any concerns on that property like she has mentioned now on the record, they will notice SHPO of the proposal and they will have an opportunity to comment back. Adding that if during construction they find anything, then all construction must stop and SHPO will be notified. Stating that this has recently happened at the Dutch Canyon Phase III subdivision; SHPO came out to do an investigation after something was found and once they cleared it then construction resumed. Adding that due to the Native American history in this entire area, something could be found at any time.

Property Owner Carolyn Collie stated that on the eastside of the airport there is a foundation of a long house, but she is unsure of the exact location.

City Planner Oliver stated that is further north and is on the Meier Site.

Property Owner Carolyn Collie asked about the duck hunting that occurs in the area and is wondering if they will still be able to continue hunting since it is so close to the proposed development.

City Planner Oliver replied that that property is outside the Urban Grown Boundary and is not within the City Limits; but they did get that on the record for the East Airport Subdivision. So they were able to retain their property rights on their property and it is not against the law.

Commissioner Blank stated that their property is outside the City Limits so there is nothing they can do.

Property Owner Carolyn Collie replied that it is still a safety hazard for those people that use the trail.

City Planner Oliver replied that has always been happening, it is nothing new.

Property Owner Carolyn Collie asked why they didn't access the east airport from Moore Rd. instead of building a new road or is it a requirement to have two separate accesses for fire reasons.

City Planner Oliver replied that they will need the connection all the way around eventually. Adding that there is a memorandum of understanding between the Port, the county and the city that eventually this trail was to become a public roadway. Then the community fought back and wanted it to be maintained as a public trail. The City listened to their concerns and specified that the trail is to remain when the city adopted

their Transportation Master Plan a couple years ago; and the new roadway was to be placed to the north and separate of the existing trail.

Property Owner Carolyn Collie replied that she was here a year ago when it was not proposed to be on the north side so that must have changed within a year.

City Planner Oliver added that it came out that is what everyone in the community wanted including the City Councilors and the Planning Commission; that they wanted the new roadway to be on the north side of the trail. And the City is keeping as much of the trail as they can, adding that the eastern extension and eastside development has been in the Airport Master Plan for quite a while but she does not know why they are not starting on the north end first, possibly due to the fact that the West Lane Road intersection is already a truck corridor and the base zoning on the east side is Public Use Airport which has a light industrial base zoning with more truck traffic. Adding that Airport & Moore Road is not built to city standards whereas Westlane Rd. & Crown Zellerbach Rd. are already built to the city's standards and more of a direct route to Hwy. 30.

Property Owner Carolyn Collie thanked everyone for their time.

Chair Kulp asked if anyone else had questions. As there were none, the hearing was closed for deliberation.

Commissioner Blank stated that this has been in the works for a long time and all the questions he had for this has been answered in this report and he recommends their approval to City Council.

Commissioner Bernhard agrees and is glad to see it progressing as it has all been in the works for a long time.

Vice Jensen moved and Commissioner Shoemaker seconded the motion to approve the recommendation to City Council for approval of Docket # ANX1-18/CPA2-18/ZC2-18.

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

**NAYS: None.**

## **5.2 Docket # CPA1-18-ZC1-18**

The City of Scappoose proposes to amend the Comprehensive Plan Map to re-designate a 2.53 acre City owned parcel from Public Land (PL) to Commercial (C), and amend the Zoning Map from Public Lands Recreation (PL-R) to Expanded Commercial (EC). The subject site is located east of the SE 2<sup>nd</sup> Street and Havlik Drive intersection and is described as Columbia County Assessor Map Number 3213-DB-00201.

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

A subsequent hearing by the City Council is scheduled for Tuesday, **February 20, 2018** at 7:00 PM in the Council Chambers.

Chair Kulp read the docket number, the order of the hearing and asked for any ex-parte conflicts. There were none.

City Planner Oliver read the staff report and stated that staff recommends Planning Commission recommend approval to City Council subject to the two conditions of approval.

*1. All combined uses on the subject site (further described as Columbia County Tax Lot 3213-DB-00201) shall not be permitted to generate more than 1,000 average daily trips. This "trip cap" shall be monitored through development review. Appropriate trip generation information, based on the*

*Institute of Transportation Engineers Trip Generation Manual, will be required prior to any use of the property to ensure this cap is not exceeded.*

*2. The City shall record a restrictive covenant in the Columbia County deed records detailing the limitations of the trip cap.*

Commissioner Blank recalls when Bi-Mart was built there were concerns from nearby neighbors about lighting and wondered if the city has received any further complaints about it since it has been built.

City Planner Oliver replied not that she is aware of.

Commissioner Blank asked about the traffic concerns; after reviewing the list of possible businesses that could go in there with those trip caps, he was wondering if we knew what would go in there.

City Planner Oliver stated that the city does know, and since it was previously in the newspapers, she stated the city has a sales agreement pending the rezone with Wauna Credit Union. Adding that the bank use would fit within the trip cap.

Commissioner Blank asked what will happen with all the pool money since it was purchased with the pool fund to be designated for the pool, will some if it be set aside for a pool project.

City Planner Oliver replied that this was a topic at City Council recently about what to do with that money from the sale; a portion of it will have to go back into the pool account but once it's all finalized they will have another meeting to discuss it further. Adding that the city is bound legally to remain within a set parameter regarding the funds; council will have ultimate decisions on what they will do with the additional money from the sale of the property. But council will have the ultimate decision on how that money is to be spent. Adding that they should all keep an eye open for upcoming council agendas regarding the topic.

Commissioner Bernhard stated that she was under the impression that a certain ballot measure was approved that would dictate the pool funds.

City Planner Oliver agreed and that was what she meant by the legal portion of it, adding that there were additional council discussions about taking it back to the ballot to dissolve the previous agreement.

Commissioner Bernhard stated that there is still a lot of interest in this community about the pool and maybe as our community grows it might open the possibilities.

City Planner Oliver agreed, and they just need to find the right parcel of land adding that pools are not money makers and the only way to make it pencil-out would be to have a parks and rec. district but it is still up for future conversations.

Commissioner Shoemaker asked why all the money from the sale of the property wouldn't go into the pool fund instead of just a portion of it.

City Planner Oliver stated that the city must take the amount originally used to buy the property and put it back into the fund; and then use the rest of the money to pay off some loans to help reduce the city's debt.

Chair Kulp added that is why they chose to sell the property.

Commissioner Blank added that if all the development goes as planned like the OMIC development and the others, then it might generate enough revenue to make a pool more feasible

City Planner Oliver agreed adding that it could also be a community center, not just a pool.

Chair Kulp agreed, adding that a combination would make it more viable for our community.

Commissioner Bernhard stated that the issue was always the long-term maintenance and at one time the building of it could have happened but there were no funds to run it.

City Planner Oliver agreed, adding that the quote was for a basic outdoor pool without a cover. Stating that they got a quote then put money into a fund. Adding that the money is still there but it's not enough to build it, staff it, operate it and maintain it.

Commissioner Bernhard stated that 30 years ago when she was on the parks & rec committee, that was the plan.

Chair Kulp asked about expanding the Havlik & Hwy. 30 intersection, as that area develops.

City Planner Oliver replied no because we are changing the Comp Plan Map. Adding that the TSP looked at the full build-out of the other vacant commercial lands in the area, but not the Public/Park lands that we are now changing to Commercial. Adding that we are the only one in the state that has an approved Public Use Airport Industrial Subdivision which assumes at full build-out will generate 20,000 trips. Therefore, we must account for those trips as if they are already occurring when we look at future developments, even though they are not and might not be actual trips for 20 years. Stating that for standard planning purposes, we must assume those trips are already occurring when we do map amendments since those changes are not already accounted for.

Commissioner Shoemaker asked if this property abuts the Bi-Mart Property since he recalls they had to put up a wall and additional buffer with trees for the Springlake Park neighborhood adding that they were not given a walk-through to get in. But recalls they had asked if there would be one for them in the future.

City Planner Oliver replied that it does back up to the same neighborhood and that there is an emergency access by Bi-Mart that she believes the neighborhood does use for access, but it abuts the city's property not Bi-mart.

Commissioner Bernhard added that there is a gate there on that roadway, so no one can drive through it.

City Planner Oliver stated that they could still walk through it and it could be something that comes up for the Site Development Review since that fire access will need to remain. Adding they could add a paved walking trail for access instead of a dirt/mud trail.

Chair Kulp stated it would good to bring in a paved walking path.

City Planner Oliver agreed.

Chair Kulp asked if the commissioners had any other questions, as there were none she asked the audience if there were any questions. As there were none, she closed the hearing for deliberations.

Vice Jensen moved and Commissioner Bernhard seconded the motion to recommend approval to City Council with the two conditions as written for Docket # CPA1-18-ZC1-18.

Commissioner Blank agrees if there is a way that they impose the trip cap.

City Planner Oliver stated that is why we would require a traffic study to estimate the trips and those always go to ODOT plus you would all get to see it as well.

Commissioner Blank replied he was good with it and Chair Kulp asked for a vote on the motion.

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

**NAYS: None.**

Commissioner Blank thanked staff for their presentation.

## **6.0 COMMUNICATIONS**

### **6.1 Calendar Check**

City Planner Oliver stated we would not have Planning Commission on February 22<sup>nd</sup> then went over the calendar.

Commissioner Blank asked about the Annual Town Hall meeting; if there would be tables provided for the Clubs to set up.

City Planner Oliver asked if he would be coming and that she would need to know now as they will be setting up tables on Saturday morning. Adding that they will be using the high school cafeteria tables.

Commissioner Blank stated that the Community Club will be there to hand out brochures.

City Planner Oliver replied that they would make sure they have a table set up for them and they can bring any of their hand-outs.

Commissioner Bernhard asked if there was a schedule and City Planner Oliver stated it will be at the event.

Chair Kulp asked if they were volunteering should they arrive around 7:45am and City Planner Oliver agreed.

Commissioner Bernhard & Commissioner Shoemaker said they would attend but not sure when or for how long.

City Planner Oliver stated they could come whenever they wanted and leave whenever they wanted. Adding that the following local businesses have donated to the event; Dutch Bros is donating coffee, Bamford Bakery is donating 125 cinnamon rolls and Brown Butter Bakery is donating mixed pastries. Stating that the speakers will be Betsy Johnson, OMIC, PCC, Scappoose Bay Watershed Council and Port of St. Helens.

Commissioner Bernhard asked if we could email her the final agenda and City Planner Oliver agreed.

### **6.2 Commissioner Comments**

Commissioner Blank & Chair Kulp thanked both City Planner Oliver and Admin. Staff Elizabeth Happala.

### **6.3 Staff Comments**

City Planner Oliver introduced her son Jacob Falk in the audience who is attending tonight for one of his high school classes. Adding that he's one of the team's star basketball players and is in the paper often.

Commissioners welcomed him.



## 7.0 ADJOURNMENT

Commissioners thanked the audience for attending and they appreciate everyone's feedback.

Chair Kulp agreed, adding that they also have a great staff that will always answer questions; then closed the hearing at 8:05 pm.

  
Chair Carmen Kulp

Attest:

  
Elizabeth Happala, Office Administrator III