

**CITY OF TILLAMOOK PLANNING COMMISSION MEETING
MARCH 1, 2007**

Commissioners Present:

Jan Stewart
Steve Munoz
Rob Huston
Nick Hahn

Commissioners Excused:

Ray Jacobs
Howard Harrison

Staff Present:

Mark Gervasi
David Mattison

I. CALL TO ORDER

Chairperson Stewart called the meeting to order at 7:05 p.m.

II. HEARING OF CITIZENS AND DELEGATIONS

Robin Bourg, citizen, stated she believes there is a need for additional handicap spaces at the new Safeway store. Staff will check on the city planning code requirements and compare the amount of spaces required in other communities.

III. APPROVAL OF MINUTES FOR FEBRUARY 1, 2007

Commissioner Hahn moved to approve the minutes from the February 1, 2007 meeting. Commissioner Huston seconded the motion. The motion passed with a unanimous aye vote.

IV. PUBLIC HEARINGS

1) TLC Federal Credit Union Site Plan Review #SP-07-01: Chairperson Stewart opened the public hearing. She asked for any ex parte contact, bias, or conflict of interest. Commissioner Huston declared a possible bias as he worked for TLC for eight years and TLC is a client. Commissioner Hahn also stated he built a house for the CEO of TLC. Both Commissioners felt they could make an unbiased decision in the matter. There was no challenge from the audience.

City Planner read the staff report and recommendations. The plan is to construct a 24,327 square foot three-story office building at 1510 Third Street, Tillamook, Oregon. Don Tompos introduced himself as the applicant's representative. Commissioner Huston inquired as to the lighting plan to minimize impacts to neighbors. Mr. Tompos explained the parking lot will have cutoff fixtures and lights will be directed downward away from neighbors. Lights can also be turned down or off per manuals located in the building. Accesses from Fir and Elm were discussed. Congestion will be mitigated by inviting users to travel streets other than Third Street.

Norm Meyers, 1602 Second Street, stated he is concerned about the screening blocking vision for traffic. Mr. Tompos addressed the screening heights. He stated the screening will meet the city zoning code requirements.

Commissioner Stewart closed the hearing to all public testimony.

The Commission discussed the parking issues, including the additional 19 parking spaces. Commissioner Stewart said Code allows for acquiring parking spaces within 500 feet. One critical issue to address is when the applicant must have the required parking: prior to the building permit or prior to the occupancy certificate. The property proposed for additional parking would have to go through site plan review and apply for a conditional use permit to meet land use requirements. Changes to be recorded in staff report include: 1) final findings should be “preliminary findings”, 2) pg 2, highway commercial zone should be “central commercial zone”, 3) change for sign, “...main monument sign is proposed to be eliminated” should be added “...according to the map of the main monument sign.”

MOTION: Commissioner Munoz moved approval of Site Plan #SP-07-01 in accordance with staff’s amended findings and facts to include a change of wording dropping out suggested condition #1 based on the findings that the applicant has met the applicable criteria. The applicant must also meet the conditions outlined in staff report with the changes to condition #1 to eliminate the occupancy certificate. Commissioner Hahn seconded the motion. The motion carried unanimously. Commissioner Stewart advised of the 10-day appeal of the decision.

2) Power Chevrolet, Site Plan Review #07-02. Chairperson Stewart opened the public hearing. There was no conflict of interest or personal bias declared by any member of the Commission. There were no exparte contacts declared by any member of the Commission.

Public Comment: Robin Bourge, 9280 Bay City, Oregon 97107 questioned the replacement of the bridge adjacent to new Power Chevrolet facility. Mr. Gervasi reported that because of the cost of the bridge, the improvements have been put on hold by ODOT indefinitely. Ms. Bourge is concerned over placement of the bridge and the potential for loss of their business. She also questioned whether there is a permit for the bank restoration of the levy behind the Best Western. Staff agreed to review.

City Planner read the staff report and recommendations (see attached). The plan is to construct a 16,290 square foot two-story auto services, auto parts retail, offices and showroom building and a 161 off-street parking area for the display of vehicles, for the relocation of Power Chevrolet-Cadillac (currently located at 1 Main Avenue), from the current floodway location, within the Highway Commercial (C-H) Zone District of the City of Tillamook. A change of findings is noted on pg 3. A change of findings was also noted in the utilities section. City Planner also read into the record letters received. The Site Plan #SP-07-02 was recommended for approval by staff if all of

the conditions in the staff report and recommendation are met. Ron Ped introduced himself as the applicant's representative. Jeff Koehnke is the owner and Carolyn Decker is the real estate agent. A number of design issues were addressed, including parking, fill, and the riparian setback. The applicant expressed concern about not being able to meet condition #2. Jeff Koehnke, owner spoke in support of the project and the need for relocation.

Chairperson Stewart recommended that the comment letters and any agreements made between City and Fish & Wildlife made in regard to the setbacks should be removed from consideration as it was not documented in the materials distributed.

There was no opposition or neutral testimony. The public hearing was then closed for Commission discussion.

The fill requirement was then discussed by the Commission. It was recommended that the fill requirement issue be discussed at a workshop.

Commissioner Munoz brought up the traffic issue at Highway 101 and Makinster Road. It was agreed to remove the requirement from the conditions and to discuss traffic analysis at a workshop.

The public hearing was reopened to clarify the meaning of "IT-841." It was stated that IT-841 represents the International Traffic Engineers Assoc. resource for traffic engineers. In informal discussions with ODOT, the City Planner said car dealerships do not generate a lot of traffic; however, the City Planner asked the Commission to consider requiring the traffic analysis. Chairperson Stewart asked that the issue of traffic impact analysis be further discussed in a workshop. Staff was directed to convene a workshop of the Planning Commission and staff to review traffic impacts and how to handle future requirements. It was noted that the replacement of the bridge was outside the scope of the Planning Commission's decision.

MOTION: Commissioner Hahn moved that SP-07-02 be approved in accordance with staff's amended findings of facts and the suggested conditions as outlined by staff, must be met with the removal of conditions #2 and #3 and the amendment of condition #7. Commissioner Huston seconded the motion. The motion carried unanimously. Commissioner Stewart advised of the 10-day appeal of decision.

V. ELECTION OF PLANNING COMMISSION OFFICIALS

Commissioner Munoz moved to nominate Commissioner Stewart as the chairperson. Commissioner Huston seconded the motion. The motion was approved unanimously.

Commissioner Hahn moved to nominate Commissioner Harrison as the vice-chair person. Commissioner Munoz seconded. The motion was approved unanimously.

VI. ITEMS OF COMMISSION CONCERN

Workshops are needed. Items to address in workshop: making motions, handicap spaces, and traffic analysis.

VII. The meeting was adjourned at 10:37 p.m.

Minutes submitted by:
Melanie Olson

Approved by

Jan Stewart, City Planning Commission Chair

Date