

**City of Tillamook Planning Commission Minutes
June 3rd, 2010**

I. CALL TO ORDER:

Chairperson Stewart called the planning commission meeting to order at 7:05 P.M.

Commission Members Present:

Jan Stewart, Chairperson
Howard Harrison, Vice Chairman
Ray Jacobs
Charlotte Phillips
Tamra Jacobs
Nick Hahn
Aaron Palter

Staff Present:

David Mattison, City Planner
Debbi Reeves, Administrative Assistant

Guests Presents:

See sign-in list on file

II. HEARINGS OF CITIZENS AND DELEGATIONS:

Chairperson Stewart read the Citizens and Hearing disclosure statement. She asked if there were comments from the audience and there were none.

III. APPROVAL OF THE PLANNING COMMISSION HEARING MINUTES FROM MAY 6TH, 2010:

Chairperson Stewart asked for approval of the minutes of the May 6th, 2010 meeting. **A. Palter** noted his name was not in the members present and that he was in attendance.

- **H. Harrison** made a motion to approve the minutes of the May 6th, 2010 meeting with the correction of **A. Palter's** name addition to the list of Commission Members Present. The motion was second by **C. Phillips**. Ayes were received by **R. Jacobs, H. Harrison, C. Phillips, A. Palter, N. Hahn** and **T. Jacobs**. The motion passed by all members seated.

IV. PUBLIC HEARINGS:

1) **Chairperson Stewart** announced the Public Hearing for the Best Western Motel, Variance #V-10-03 and asked **D. Mattison** to provide the staff report. He read and explained the Preliminary Findings and Conclusions for the sign variance. He pointed out Section 10 and explained there is no administrative review required when a sign variance is under 20% of the gross volume of the sign but that this request is 37.5% therefore requires a review by the planning commission.

Chairperson Stewart announced she had not read the Citizens and Hearing Disclosure statement into the record and proceeded to do so at this time. She asked for any bias, conflict of interest or ex parte contact of the members. There were none. She asked if there were any challenges from the audience. There were none. **Chairperson Stewart** requested **D. Mattison** to continue with the staff report.

D. Mattison went over Section 31 regarding Non-Conforming Uses, and then went over Section 32, Variance Criteria. He explained the sign could increase the visibility of the hotel. He mentioned that in 2005 the Fred Meyer store across the street added a larger sign which was approved by the planning commission. **Chairperson Stewart** asked this statement be added to the minutes as the statement is not included in the Finding and Conclusions document. **D. Mattison** noted the only reason this variance was coming before the Planning Commission was because it was increasing in 12 square feet of size. He also mentioned all property owners had been notified.

Chairperson Stewart mentioned property values are not considered a part of the criteria and that formal criteria should be adhered to. **A. Palter** asked if all other criteria was in place and **D. Mattison** said it was.

Casey Wilson, Owner of Best Western Hotel, 1722 Makinster Road, Tillamook, came to the podium and introduced himself. He explained the need for changing the current hotel sign and the effectiveness and convenience of an LED sign. He spoke about the hotel, RV Park on site and the tourist volume on Hwy 101. He noted the new sign would be attractive and fresh looking. He mentioned an increase in business is an increase in revenue for the city. He said that first impression is important.

Chairperson Stewart asked if there was further support testimony. There was not. She asked for opposition and there was none. She asked for neutral testimony and there was none. **Chairperson Stewart** closed the public hearing.

The members discussed a couple of points and **D. Mattison** noted there were 2 corrections to be made. One correction for Page 5 under Property Owner Notification the correct date is May 12, 2010 and that the correct Variance Request number is V-10-03, Page 6, Conclusions and Recommended Conditions .

- **T. Jacobs** made a motion to approve Variance V-10-03 in accordance with the staff's findings of facts including corrections to the notification of property owner date to May 12, 2010 and the correction of the Variance #V-10-03 in Conclusions and Recommended Conditions. The motion was seconded by **C. Phillips**. With no further discussion **Chairperson Stewart** called for the vote. **R. Jacobs** voted aye. **C. Phillips** voted aye. **A. Palter** voted aye. **T. Jacobs** voted aye. **H. Harrison** voted aye. **N. Hahn** voted aye. The motion to approve passed unanimously.

Chairperson Stewart stated there are 10 days for appeal from this date. She went on to explain and discuss the closing and reopening of the hearing process.

2) **Chairperson Stewart** opened the public hearing for #MP-10-01, Major Partition Plan Review. She asked for bias, conflict of interest or exparte contact of the members. There was none and there were no challenges.

She asked for the staff report from **D. Mattison**. At 7:35 p.m. **Chairperson Stewart** announced she would recess the meeting for 5 minutes. The meeting reconvened at 7:45 p.m. **Chairperson Stewart** then announced, at the request of the applicant, the hearing would be tabled. She asked if the applicant was waiving the 120 day requirement to complete and he stated he was. She then explained the applicant noted additional information needs to be brought in to the planning commission. **Chairperson Stewart** noted the hearing will be on the next agenda at the request of the applicant. The public hearing was closed.

V. ITEMS OF HIGH PUBLIC CONCERN:

1) DFIRM available at City Hall for Review:

D. Mattison said the preliminary DFIRM maps are available at City Hall for review. He explained what the maps show and they are still in the review process and in the appeal period. The members asked about the City comments regarding the maps. **D. Mattison** does not know what the stage the appeal process is now in. **T. Jacobs** asked about land use inventory and zoning. This was discussed. **N. Hahn** brought up the housing in the area affected by the maps and there was a discussion about no-rise analysis and elevation certificate requirements. There was discussion about the preliminary maps and effect. **Chairperson Stewart** mentioned neighborhood concerns and her thoughts on neighborhood overlay. There was a discussion about community and neighborhood participation. The members shared their thoughts and ideas and how this might be accomplished. The members will gather information and continue to work on this issue. **Chairperson Stewart** stated she would ask for member input on Neighborhood Overlay at the next meeting. **C. Phillips** asked about dredging the bay and this was discussed. TBHEID was also a discussion topic.

VI. ITEMS OF COMMISSION CONCERN:

Chairperson Stewart announced the archive training online.

VII. ANNOUNCEMENTS:

D. Mattison announced this meeting was **H. Harrison's** last meeting as he had resigned several months ago but volunteered to stay until July 1st. **Chairperson Stewart** said this is a great loss for the community as **H. Harrison** has been a valuable member of the Planning Commission for many years. She presented him with his nameplate for a keepsake and asked him to come back to the meetings at any time. She also mentioned he would be more than welcome back as a commission member anytime. **D. Mattison** will post a vacancy notice.

VIII: ADJOURNMENT:

With no further discussion or objections, the meeting was adjourned by **Chairperson Stewart** at 8:30 p.m.

Prepared by:
Debbi Reeves,
Administrative Assistant

Approval Acknowledged by:

Jan Stewart, City Planning Commission Chairperson