

**City of Tillamook
Planning Commission Minutes
June 5, 2008**

Staff Present:

David Mattison, City Planner
Terri Phillips, Deputy City Recorder

Commission Members Present:

Jan Stewart, Chairperson
Ray Jacobs
Rob Huston
Howard Harrison
Nick Hahn

Commission Members Absent:

Steve Munoz (excused)
Tamra Jacobs (excused)

I. Call to Order:

Chairperson Stewart called the meeting to order at 7:00 pm.

II. Hearings of Citizens and Delegations: None.

III. Approval of the Planning Commission Hearing Minutes from May 1, 2008:

Chairperson Stewart corrected the first sentence under **Public Hearings** to read: "... the hearings disclosure statement ~~would be~~ **was not** read, and that Commissioner T. Jacobs did not vote because of a conflict of interest, rather than abstaining.

Commissioner R. Jacobs said he was at the meeting, although arriving late. It was unclear whether he was there for the vote on the public hearing. The tape will be reviewed to clarify. Approval of the minutes was tabled until the next meeting.

IV. Public Hearings:

1. **Terry Phillips, North Coast Lawn, #SP08-01, Site Plan Review, to construct a 1,620 sq. ft. pole building for the storage of law care equipment and tools, within the Light Industrial Zone District of the City of Tillamook.**

Chairperson Stewart opened the public hearing at 7:10 PM. She read into the record the hearings disclosure statement, asking if any commissioners had ex-parte contact, a conflict of interest or bias. None were stated, and there were no challenges.

Mattison read the staff report.

Commissioner Harrison asked if the parking area had to be asphalt, or could it be concrete. Mattison said asphalt surfacing was discussed with the applicant at the pre-application meeting, however the code requires a durable dustless surface, with concrete sidewalks.

No further questions or comment.

There were no opponents, proponents or neutral testimony. The hearing was closed at 7:20.

Commissioner Harrison moved that the site plan review, #SP08-01, to construct a 1,620 sq. ft. pole building for the storage of lawn care equipment and tools, within the Light Industrial zone district of the City of Tillamook, be approved in accordance with staff's findings of facts. Based on these findings, the applicant has met the applicable criteria. The suggested conditions, with the amendment that the parking area be treated with a durable dustless surface, and as staff has outlined, must be met. Motion seconded by Commissioner Hahn, and passed with a unanimous aye vote. The vote was as follows:

Commissioner R. Jacobs – aye
Commissioner Huston – aye
Commissioner Harrison – aye
Commissioner Hahn – aye

2. Revisions to Site Plan Review #SP05-08 at Map #T1S R10W 24, Tax Lot 307, within the C-H zone inside the City Limits and Urban Growth Boundary regarding proposed delivery ramp location.

Chairperson Stewart opened the public hearing at 7:21 PM. She read into the record the hearings disclosure statement, asking if any commissioners had ex-parte contact, a conflict of interest or bias. None were stated, and there were no challenges.

Mattison read the staff report. He stated the request was for a revision to the site plan to add a ramp for delivery hand-carts. The percentage change to landscape requirements would be minimal.

Commissioners discussed whether the ramp would interfere with general parking and handicapped access.

Applicants Frank Paintner, 6720 SW MacAdam, Portland, and Gary Gilbert, Atlas Investment, 333 N. 9th Ave., Portland, addressed the Commission. Paintner explained the proposed ramp is to be located on the west side of the building. The existing handicapped access, located on the south side, would not be impeded. Delivery truck parking should also not be an issue as there is plenty of room with the extra wide driveway, and existing parking areas.

Gilbert added a side door may be added for deliveries, which would require a sidewalk, that would meet handicap requirements.

There were no opponents, proponents or neutral testimony. The hearing was closed at 7:39.

Commissioners discussed parking and possible signage to discourage/prevent delivery vehicles from parking in the driveway, as well as future striping for pedestrian crossing. It was suggested to install no parking signs at the ramp location, and possibly on the opposite side of the driveway, as well.

Chairperson Stewart re-opened the hearing at 7:50 for additional applicant testimony so that Commissioners could hear the response to the parking issue.

Paintner said it would not make sense to install a no parking sign on one side of the driveway and not on the other, as suggested during Commission discussion. The lane was specifically made extra wide to accommodate two lanes of traffic. Gilbert added it would be impossible to enforce where delivery vehicles stop and/or park.

Hearing closed at 7:54.

General discussion on signage and parking issues. Consensus reached the issue would most likely resolve itself, or be dealt with when it became an issue.

Commissioner Hahn moved that revisions to Site Plan Review #SP05-08 at map #T1S R10W 24, Tax Lot 307, within the C-H zone inside the City limits and Urban Growth Boundary, regarding proposed delivery ramp location, be approved in accordance with staff's findings of facts. Based on these findings, the applicant has met the applicable criteria. The suggested conditions as staff has outlined must be met. Motion seconded by Commissioner Jacobs, and passed with a unanimous aye vote. The vote was as follows:

Commissioner R. Jacobs – aye
Commissioner Huston – aye
Commissioner Harrison – aye
Commissioner Hahn – aye

V. Items of High Public Interest: None.

VI. Items of Commission Concerns

Chairperson Stewart requested an additional agenda item, *Items Handled Administratively*. She asked that those items be listed as information.

She said she had signed a minor partition requested by Alan Perkins, who withdrew his subdivision proposal.

Commissioner Harrison asked if reminders are sent for the SEI statements, now due quarterly. Staff will ask the City Recorder.

Commissioner Hahn asked if a sidewalk is required for the Women's Crisis Center. Staff said it was not a requirement for a single-family dwelling.

VII. Announcements: See agenda.

VIII. Adjournment of Public Hearing:

There being no further business, the meeting was adjourned at 8:20 pm.

Submitted by,
David Mattison, City Planner

Approval Acknowledged by:

Jan Stewart, City Planning Commission Chair

Date