

**City of Tillamook Planning Commission Minutes
Meeting November 4th, 2010**

I. CALL TO ORDER:

Chairperson Stewart called the Planning Commission meeting to order at 7:06 P.M.

Commission Members Present:

Jan Stewart, Chairperson

Ray Jacobs

Charlotte Phillips

Tamra Jacobs

Commission Members Absent:

Nick Hahn - excused

Aaron Palter - absent

Staff Present:

David Mattison, City Planner

Debbi Reeves, Administrative Assistant

Guests Presents:

Steve and Cathie Hanthorn

II. HEARINGS OF CITIZENS AND DELEGATIONS:

Chairperson Stewart read the Hearing of Citizens and Delegations disclosure statement. There were no comments from the audience.

III. APPROVAL OF THE PLANNING COMMISSION HEARING MINUTES FROM SEPTEMBER 2nd, 2010:

Chairperson Stewart asked if there was a motion to approve the minutes from the September 2nd, 2010 meeting.

- **R. Jacobs** made a motion to approve the minutes of the September 2nd, 2010 meeting as typed. The motion was second by **C. Phillips**. Ayes were received by **R. Jacobs, C. Phillips, and J. Stewart**. **T. Jacobs** abstained as she was not in attendance of the September meeting. **Chairperson Stewart** noted an abstention counts as a “yes” vote. She also noted she would be a voting member in order to constitute a quorum. The motion carried unanimously.

IV. PUBLIC HEARINGS:

- 1) **Chairperson Stewart** read the Public Hearing for Conditional Use Permit #CU-09-01 and Site Plan Review #SP-09-02 and read the Public Hearing Disclosure statement into the record. She then asked if there was any exparte contact, conflict or bias from any of the members. There were none and there were no challenges from the audience.

Chairperson Stewart asked **City Planner D. Mattison** to go over the staff report for the Conditional Use Permit #CU-09--01 and Site Plan Review #SP-09-02. **D. Mattison** went over the Final Findings and Conclusions document explaining the durable gravel surface was being reviewed after the 1 year period and there were photos of the site included in the packet. He noted the site was very well kept and it was staff's recommendation to allow continued use of gravel at the site.

Chairperson Stewart commented on the Conclusions and Requirements section of the report, in particular #4, pertaining to curbs and sidewalks been met. **D. Mattison** stated that "yes" the applicants have met all requirements as listed. There were no further comments from staff.

Chairperson Stewart asked for applicants if they would like to speak to the Planning Commission members and to answer questions of the members.

Steve Hanthorn, PO Box 234, Oceanside OR 97134:

Mr. Hanthorn introduced himself and his wife Cathie and noted he did not have any comments for the members. He asked the members if they had any questions. **T Jacobs** asked if they planned to leave the site graveled for now and **Mr. Hanthorn** said it was the plan for now. There were no further questions from the Planning Commission members.

Chairperson Stewart asked if anyone else would like to speak in support of the application. There was none. She also noted there was no one else in the audience beside the two applicants so there was no opposition, no neutral testimony and no rebuttal. **Chairperson Stewart** closed the Public Hearing.

R. Jacobs asked if this would be an annual review from now on. **D. Mattison** explained the criteria for temporary use permits shall be reviewed every 12 months for use. He mentioned #8 and #9 of the Conclusions and Requirements would need to be amended. There were no further comments or questions from the members.

There was discussion about the amendments needed and how the motion should be worded.

- **T. Jacobs** made a motion to approve Conditional Use Permit #CU-09-01 and Site Plan Review #SP-09-02 in accordance with staff's Facts and Conclusions with amendments to Conclusions #8 and #9 be changed to annual review of the durable dustless surface at the same time as the annual review of the temporary use permit. **J. Stewart** offered a friendly amendment to change the motion to say these were amendments to the Conditions not Conclusions. **T. Jacobs** accepted the friendly amendment. The motion was seconded by **C. Phillips**. **Chairperson Stewart** called for the vote. **R. Jacobs** voted aye. **C. Phillips** voted aye. **J. Stewart** voted aye. **T. Jacobs** voted aye. The motion carried unanimously by all members seated.

Chairperson Stewart stated there are 10 days for appeal from the date of this hearing for anyone to appeal.

V. ITEMS OF HIGH PUBLIC CONCERN: None

VI. ITEMS OF COMMISSION CONCERN:

T. Jacobs asked about a review of the last meeting. **D. Mattison** will get her the materials that were given to the members regarding bias, ex parte contact, conflict of interest, incomplete applications and the planning commission that were discussed in a workshop.

D. Mattison reported the CRS rating for the city was down from an 8 to a 7 which constitutes a 15% discount on flood insurance for citizens. He explained how the rating is obtained. He will have more information in the next planning commission packet. **Chairman Stewart** mentioned who plays a part in the CRS rating which includes a consultant and **D. Mattison**.

T. Jacobs asked what was happening with the City Manager position and this was discussed. The city elections were also discussed.

T. Jacobs asked about the Neighborhood Enhancement or Residential Revitalization issue that had been discussed at a prior meeting. There was more discussion. **T. Jacobs** would like the City Council to look at this idea and see if something could be put together. **Chairman Stewart** noted the Tillamook Urban Renewal Agency (TURA) could possibly help with this by providing grants. **Chairman Stewart** would like Residential Revitalization put on the next planning commission agenda as an Item of High Public Interest. **T. Jacobs** noted it could be organized and brought to the City Council. **Chairperson Stewart** will contact the TURA Chairman **Don Hurd** and let him know this issue was discussed. **Chairperson Stewart** asked is a work session should be done and mentioned a possible sub-committee to identify the potential areas, what to look for and the procedure. She noted connectivity is very important. **C. Phillips** offered to assist. **T. Jacobs** and **Chairperson Stewart** will meet and do a draft and then plan a sub-committee meeting in January 2011.

R. Jacobs mentioned the business going in at the Wheeler Dealer building.

VII. ANNOUNCEMENTS:

D. Mattison reminded member of the planning commission archive training sessions on-line.

VIII: ADJOURNMENT:

With no further discussion or objections, the meeting was adjourned by **Chairperson Stewart** at 7:40 p.m.

Prepared by:
Debbi Reeves, Administrative Assistant

Approval Acknowledged by:

Jan Stewart, City Planning Commission Chairperson

Date