PLANNING COMMISSION MINUTES
June 13, 2013
7 p.m. Regular Meeting
Newberg Public Safety Building
401 E. Third Street

I. CALL MEETING TO ORDER

Chair Cathy Stuhr called the meeting to order at 7:00PM with a quote from Hellen Keller in honor of Joann Austin.

II. ROLL CALL

Members Present:	Cathy Stuhr, Chair Antonio Saavedra, Student PC Mayor Bob Andrews (Ex-officio)	Jason Dale Philip Smith	Art Smith
Members Absent:	Allyn Edwards (Excused)	Gary Bliss (Excused)	
Staff Present:	Steve Olson, Associate Planner Mandy Dillman, Minutes Recorder	Barton Brierley, Planning and Building Director	
Others Present:	John Bridges		

III. CONSENT CALENDAR (items are considered routine and are not discussed unless requested by the commissioners)

1. Approval of May 9, 2013 Planning Commission Meeting Minutes

MOTION: **A Smith/P Smith** approval of May 9, 2013, Planning Commission Meeting Minutes. Motion carried (4 Yes/0 No/2 Absent [Edwards, Bliss]).

IV. PUBLIC COMMENTS

1. For items not listed on the agenda

Chair Stuhr opened and closed public comments as there was no one to testify.

V. LEGISLATIVE PUBLIC HEARINGS (Continued from previous meetings. Public testimony was closed on both of these items, and they were continued at the point of deliberation.)

1. **APPLICANT**: City of Newberg
   REQUEST: Amend the Newberg Development Code to replace the zoning use lists with comprehensive zoning use table
   LOCATION: City wide
   FILE NO.: DCA-12-002 **RESOLUTION NO.:** 2013-299

Mr. Barton Brierley, planning and building director, presented the staff report accompanied by a PowerPoint presentation (see official meeting packet for full report).

Mr. Brierley explained at the last meeting commissioners expressed general agreement with the proposal and gave specific suggestions for changes. Those changes have been made and are reflected in the new packet.

Commission Art Smith was concerned that by making distinctions between categories and specific areas, they are making the document more confusing.

Chair Stuhr re-opened public testimony.

Mr. John Bridges gave testimony on allowing daycare centers as a conditional use in industrial zones. He shared information he had gathered from other communities in regards to this, which showed most surrounding cities do allow daycares in industrial zones.

Chair Stuhr expressed her concern with allowing daycares in industrial areas, which may result in one being opened in a heavy industrial area and could be hazardous to children. Mr. Bridges explained a daycare could be inside a business in a heavy industrial area to prevent pollution issues; however, Newberg does not have a lot of heavy industrial. He mentioned Newberg has a higher per capita basis of manufacturing jobs than anywhere else in the state.

Student Commissioner Antonio Saavedra thanked him for his request, and expressed his concern that the safety of the children should come first. Mr. Bridges explained his proposal allows the commission to analyze applications as a conditional use, and if it is a dangerous site for a daycare, they would have the ability to not allow the application. Mayor Andrews asked about daycares inside industrial facilities and it was determined businesses across the country have daycares inside and in order to do so they must be considered an accessory use. Mr. Bridges brought to their attention Newberg's current code does not preclude industrial companies from having an inside daycare as an accessory use, but do preclude it as a stand alone business.

Mr. Brierley described the four types of industrial zones the city has: M-4 which has conditional use daycare, M-3 which is really heavy industry and can only have a daycare if it is inside and a stand alone daycare would not be allowed, M-2 which is the broadest industrial area and includes daycares as accessory uses, and M-1, which is not a very common zone.

Staff recommends approval of **PC-2013-299**, recommending the city council adopt the changes to the zoning use table.

Commissioner Jason Dale asked what the criteria would be for M-1 and M-2 zones. Mr. Brierley said they are already listed in the code as conditional use criteria. Examples of criteria would include being compatible to the surrounding areas, attractiveness, yard space, wall and fence dimensions, parking lots, and regulations for noise.

MOTION: **P Smith/A Smith** approval of **PC-2013-299**, recommending the city council adopt the changes to the zoning use table and make daycares a conditional use in M-1 and M-2.

Commissioner Philip Smith asked what M-4's permitted use is currently. Mr. Brierley replied it is a conditional use similar to the other zones. Commissioner Art Smith said he feels all four zones should be allowed and the commission can determine which are allowable on a case by case basis. Chair Stuhr agreed with commissioner Art Smith, stating it would be simpler.

Student Commissioner Saavedra expressed again his desire to keep Newberg safe in the future and stressed they should look decisively into each case to determine the eligibility.

MOTION: **P Smith/A Smith** approval of **PC-2013-299**, recommending the city council adopt the changes to the zoning use table and make daycares a conditional use in M-1, M-2, and M-3. Motion carried (3 Yes/1 No [Dale]/2 Absent [Edward, Bliss]).

2. **APPLICANT:** Newberg City Council
REQUEST: Create a policy regarding motorist information follow-up signs on city streets
LOCATION: City wide
FILE NO.: G-13-002 **RESOLUTION NO.:** 2013-298

Barton Brierley presented the staff report. Staff recommends adoption of Resolution No. **2013-298**, to create a policy regarding motorist information follow-up signs on city streets.

Discussion commenced on the follow-up sign criteria. It was determined the sign must be required by the state as a follow-up sign to an approved state highway sign in order to be considered. Additionally there is a limit of two signs per business.

Chair Stuhr mentioned the wording on page 111. It was decided to change the wording from "approval resides with the business or operator" to "approval is granted to the business operator".

Chair Stuhr opened and closed public testimony as there was no one to testify.

MOTION: **P Smith/Dale** approval of **PC-2013-298** to create a policy regarding motorist information follow-up signs on city streets, as amended. Motion carried (Yes/0 No/2 Absent [Edward, Bliss])

VI. ITEMS FROM STAFF

1. Update on Council items

Mr. Brierley mentioned there was a hearing last Thursday for the UGB amendment by the county commissioners with the record being left open until 5:00PM today to add testimony. Next Thursday the city will submit additional comments and on June 27, 2013, the county commissioners are scheduled to deliberate. At the next planning commission meeting there will be a new planning commissioner.

Student Commissioner Saavedra explained he has been working on getting another student to join the planning commission.

Mr. Brierley said the Design Star program received an award from the National Planning Association. He explained Jessica Nunley went to Chicago to receive the award and a professional video was made from Newberg's participants. The video is available on YouTube to watch.

Mr. Steve Olson, associate planner, reported the Chehalem Cultural Center received news from SHPO that the Cultural Center was not considered eligible for the National Historic Register and therefore SHPO would not be making comments regarding the proposed forecourt project. The site still has a local historic overlay on it, however.

2. Other reports, letters, or correspondence
3. Next Planning Commission Meeting: July 11, 2013

VII. ITEMS FROM COMMISSIONERS

Student Commissioner Saavedra sent in a letter about stop signs but never heard back from the Traffic Safety Commission. He wants them to focus on this item because some of the stop signs are near school zones, one at the public library, and one near Nara Teriyaki, all places children frequent. Chair Stuhr asked him to keep updating them as he learns more.

VIII. ADJOURN

The meeting adjourned at 7:58PM.

Approved by the Newberg Planning Commission this 11th day of July, 2013.

DawnKaren Bevill
Minutes Recorder

Cathy Stuhr
Planning Commission Chair