

**PLANNING COMMISSION MINUTES**  
**November 14, 2013**  
**7:00 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 7:01 PM.

**II. ROLL CALL**

Members Present: Cathy Stuhr, Chair Art Smith, Vice Chair Jason Dale  
Allyn Edwards (7:02 PM) Matt Fortner Gary Bliss  
Philip Smith Sulamita Barbiyeru, student pc  
Mayor Bob Andrews, Ex-Officio

Staff Present: Barton Brierley, Building & Planning Director  
Steve Olson, Associate Planner Paul Chiu, Senior Engineer  
DawnKaren Bevill, Minutes Recorder

Others Present: Traffic Safety Commission Chair Neal Klein, Traffic Safety Commission Vice-Chair Karl Birky, Terry Cole, Garth Appanaitis.

**III. PUBLIC COMMENTS**

Chair Stuhr opened and closed the public comments as no one chose to comment.

**IV. CONSENT CALENDAR**

Approval of October 10, 2013, Planning Commission Meeting Minutes

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| <p><b>MOTION:</b> Bliss/Fortner to approve the Consent Calendar including the planning commission minutes for October 10, 2013. Motion carried (7Yes/0 No)</p> |
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**V. WORKSHOP: NEWBERG TRANSPORTATION SYSTEM PLAN UPDATE**

Mr. Barton Brierley, planning & building director, stated Newberg's existing Transportation System Plan (TSP) was adopted in 2005. This project will result in a new, updated plan for the city, along with implementing land use ordinances and a funding plan. The purpose of the workshop is to brief the planning commission on the TSP update.

Mr. Garth Appanaitis, transportation engineering associate, DKS Transportation Solutions, gave a report and PowerPoint presentation (see official meeting packet for details). Mr. Terry Cole, Oregon Department of Transportation, (ODOT), clarified the four different scenarios included in the presentation. ODOT is trying to ensure transportation system plans and funding assumptions are very realistic. Having scenarios in place will help prepare a foundation for when the transportation system plan (TSP) is updated. Approximately \$13 million in city funds is needed through 2035 for capital improvements. The TSP update will identify feasible list of projects to pursue and fund.

## VI. NEW BUSINESS: TRAFFIC CALMING PLAN

TIME - 8:25 PM

Mr. Brierley stated the planning commission discussed this plan at their joint meeting with the traffic safety commission on April 11, 2013. The traffic safety commission would like the planning commission input and endorsement on the plan. The proposal would endorse the Newberg Traffic Safety Commission's proposed traffic calming plan. The plan considers a number of potential traffic calming measures and gives guidance on when and where they would be appropriate for use. The plan would be used by the traffic safety commission in making decisions about traffic calming measures. The plan reviews a number of techniques, as well as the process of involving the community and funding. In most cases, neighborhoods will fund 100% of the cost, but there are instances when the city should contribute.

Commissioner Allyn Edwards asked what has been the most successful technique used. Mr. Paul Chiu, senior engineer, replied the location needs to be analyzed in order to implement a technique to calm traffic. Mr. Neal Klein, traffic safety commission chair, stated it depends on the location and type of travel.

Commissioner Matthew Fortner asked why speed zone trailers have not been included as a technique. Mr. Klein stated they are expensive and have maintenance issues. Mayor Andrews stated radar speed trailers are passive law enforcement and not a permanent traffic calming solution.

Commissioner Philip Smith stated a bulb-out was placed at Main and Illinois Streets and has worked well and believes community involvement is key. Mr. Klein stated the bulb-out encourages pedestrian/bicycle traffic, as well.

Commissioner Edwards stated a neighborhood watch program and empowering community involvement is a tool to help eliminate traffic problems.

Chair Stuhr stated that in 1996, Los Angeles empowered citizens to hold a radar gun, take notes and send the information to the police department who then sent a letter to those citizens caught speeding. She believes the tools and process are good but she needs a better understanding before moving forward on how to apply the plan. The process must be clear as to who uses it, why and when. The process that is outlined in the plan is not specific enough. Mr. Brierley agreed criteria needs to be worked with regard to traffic calming.

Commissioner Gary Bliss suggested passing it on to the traffic safety committee just like the engineering department has to view plans before they come before the planning commission.

Commissioner Jason Dale stated the traffic safety commission could make recommendations based on these guidelines.

Mayor Andrews believes the traffic safety commission is not asking the planning commission to concur or adopt the plan but to endorse this type of approach.

**MOTION:** Dale/Fortner moved to endorse the plan with clarification on how the plan will be implemented. No vote was taken.

**MOTION:** Dale/Fortner amended the motion and moved to endorse the concept of the traffic calming plan, asking staff to reformulate city code language regarding new development. Motion carried (7 Yes/0 No)

**VII. ITEMS FROM STAFF**

- 1. Update on Council items

Mr. Brierley reported the city council passed the mural ordinance, with the amendment that all permitted murals are required to be maintained in good condition. The second reading on the TSP amendment on the Newberg-Dundee Bypass will be held on December 2, 2013. The Terra Estates appeal will be heard at their November 18, 2013 meeting.

- 2. Other reports, letters, or correspondence

Mr. Brierley stated Mayor Andrews is considering the upcoming planning commission appointments and city council will be voting on that in the near future.

- 3. The planning commission holiday dinner will be held on Wednesday, December 4, 2013, at 6:30 PM at Windrose, 809 W. First Street, Newberg. The cost to commissioners is free with a \$20.00 charge to bring a spouse or friend.

- 4. The next planning commission meeting is scheduled for Thursday, December 12, 2013.

**VIII. ITEMS FROM COMMISSIONERS**

No items were brought forward.

**IX. ADJOURN**

Chair Stuhr adjourned the meeting at 10:05 PM.

Approved by the Planning Commission on this 12<sup>th</sup> day of December, 2013.

AYES: 7                      NO: 0

ABSENT: 0                      ABSTAIN: 0

*Karen Bevil*  
Planning Recording Secretary

*Cathy Stuhr*  
Planning Commission Chair