

BOARDMAN PLANNING COMMISSION MINUTES - REGULAR MEETING – MARCH 22, 2023

Commission Chair Cain called the meeting to order at 7:00 p.m. He led the flag salute and asked for roll call:

Commissioners

in Attendance: Jacob Cain, Jennifer Leighton, Mike Connell and Ragna TenEyck

Commissioners Absent: Ethan Salata – Excused, Sam Irons – Unexcused and Zack Barresse - Unexcused

Staff: Carla McLane - Planning Official, Rolf Prag – Special Projects Coordinator, and Toni Connell – Utility Clerk

Audience: Kristen Bates, Jeff Wilson, and RHS Students – Tony Villegas, Caden Szasz, Lucas Szasz, Abril Rosales, and Aleydis Torres

APPROVAL OF MINUTES

February 15, 2023 – Regular Meeting

Commissioner Leighton made a motion to approved the minutes of February 15, 2023 as presented. Commissioner Connell seconded the motion. A roll call vote was taken: Commissioner TenEyck-yes, Commissioner Connell-yes, Commissioner Leighton-yes, Commission Chair Cain-yes. The motion passed 4-0.

PULBIC HEARINGS

Public Hearing - SDR3-23-002 Site Design Review and R-23-001 Replat – Multi-Family Housing – Willowfork Drive

Commission Chair Cain opened the Public Hearing at 7:03pm.

Commission Chair Cain read the purpose of the hearing: SDR3-23-002 Site Design Review and R-23-003 Replat. Catalina Villa, applicant and owner. The subject property is described as tax lots 1700 and 1800 of Assessor's Map 4N 25E 16BC and is zoned Residential – Multi-Family. This request is to approve a multi-family development consisting of three buildings and a total of 10 units and approve a Replat combining lots 11 and 12 of the Sandz Stone Subdivision. Criteria are found in the Boardman Development Code Chapter 4.2 Development Review and Site Design Review, Chapter 4.3 Land Divisions and Lot Line Adjustments, along with provisions found in Chapter 2.1 Residential District and is being processed as a Type III decision.

Commission Chair Cain read the rules of conduct of the hearing and asked the commissioners if they wished to abstain from this hearing. There were none.

Commission Chair Cain asked if anyone in the audience wished to challenge any of the commissioners' right to participate. There were none.

Commission Chair Cain asked if there were any objections of the commission to hear the matter. There were none.

Staff Report – Planning Official McLane said the property owner is asking for approval to build one 4-plex and two tri-plexes. There are two issues of concern with approval of this request. The first one is the number of parking spaces, and the other one is a set back concern pointed out by Ron McKinnis, the surveyor who does foundation surveys. The property owners will have to do one of two things to correct these issues. One of them is to reduce the 4-plex to a tri-plex, or move the project to the east, moving away from the west property line giving the required 20-foot set back. This project will also need to meet the required 20 parking spaces. The development code is unclear as to whether the garage can be counted as a parking space. She would like the commission to discuss the code to determine if the garage counts as parking. The property owner is not present at this meeting and Planning Official McLane has not yet had a chance to have a conversation with them about this. The city has received the layout, the architectural

renderings and everything looks good for the basic requirements. She reviewed the code requirements this project meets. There is a new building code provision requiring installation of electric vehicle (EV) charging. This can be done within the individual garages or outside of the units. The property owner is working through utilities with city staff; water and sewer will be accessed through the alley on the east side of the property or along Willowfork Drive.

This property is in an old subdivision, Desert Sandz. This will be a replat of two of the lots in that subdivision. A preliminary replat has not yet been submitted. The property owner will have to submit both a preliminary plat and a final plat prior to the plat being signed. There is no request to vacate anything on these properties. Access is available through Willowfork Drive. The staff report lists nine conditions of approval.

Proponent's Case. There were none.

Opponent's Case. There were none.

Neutral Testimony. There were none.

Public Agencies. There were none.

Commission Chair Cain closed the public hearing at: 7:14 pm.

Deliberation by Commission of SDR3-23-002 Site Design Review and R-23-003 Replat – Multi-Family Housing on Willowfork Drive

Commission Chair Cain asked for clarification regarding the parking spaces issue. Planning Official McLane said in other parking configurations, stacked parking is allowable. One vehicle will be parked in the garage and the other on the driveway. It is not ideal, but it is doable. Commissioner Connell asked about the EV charging provisions. The building code requires them to put in the infrastructure, but they do not have to have the charging station actually installed. Planning Official McLane said in the 4-plex subdivision across the street from this project, they required two parking spaces outside the garage. They had big back yards, so they required them to be pushed back to meet code. If the commission looks at that project as the standard, then they should try to figure out how to get these parking spaces to 20 feet also. However, this project does have off-street parking spaces along Willowfork Drive and would give the project 22 spaces, without counting the garages. Commission Chair Cain, Commissioners' Connell and Leighton said they do not have a problem counting the garage as parking spaces. Commissioner Leighton recommended designated parking spaces to avoid someone other than the tenant parking in front of the garage, avoiding a situation where a car in the garage could be blocked in. There was consensus to count the garage as one of the required parking spaces. Planning Official McLane said one of the parking spaces will need to be designated ADA accessible.

Commissioner Leighton made a motion to approved the SDR3-23-0002 Site Design Review and R-23-0002 replat with the conditions stated in the staff report. Commissioner Connell seconded the motion. A roll call vote was taken: Commissioner Leighton-yes, Commissioner Connell-yes, Commissioner TenEyck-yes, Commission Chair Cain-yes. The motion passed 4-0.

Public Hearing - SDR3 – 23-001 – Site Design Review – SAGE Center Expansion

Commission Chair Cain opened the Public Hearing at 7:28 pm.

Commission Chair Cain read the purpose of the hearing: SDR3-23-001 Site Design Review. Port of Morrow, applicant and owner. The subject property is described as tax lot 2804 of Assessor's Map 4N 25E 10 and is zoned General Industrial. This request is to approve an expansion to the SAGE Center that will consist of 15,150 square foot expansion designed to host conferences with up to 600 attendees. Criteria are found in the Boardman Development Code Chapter 4.2 Development Review and Site Design Review along with provisions found in Chapter 2.3 General Industrial District and is being processed as a Type III decision.

Commission Chair Cain read the rules of conduct of the hearing and asked the commissioners if they wished to abstain from this hearing. Commission Chair Cain declared his potential conflict of interest on this matter due to the applicant being his employer. He said he would not be receiving any compensation for denying or approving this application and due to the numbers of commissioners, he would be participating in this hearing unless anyone has any reason why he should not. There were none.

Commission Chair Cain asked if anyone in the audience wished to challenge any of the commissioners' right to participate. There were none.

Commission Chair Cain asked if there were any objections of the commission to hear the matter. There were none.

Staff Report – Planning Official McLane said this request has been a bit of a conundrum for her, as there are no provisions in the code which allowed the SAGE Center to be approved. She has been unable to find land use documentation approving the SAGE Center project. The other projects in that area are the Neal Early Learning Center, BMCC Training Center and the Rec. Center. Only one of those projects is an allowable use, the BMCC Training Center. The Rec Center may fit under the special districts provision; however, the Neal Early Learning Center does not meet the provisions. She believes the location of those projects are in a good place, it is a buffer from the industrial park and adjacent zones. She is recommending a re-zoning of all of these properties at a future date. Currently there is not a use zone which would allow all of these projects, but is something the city will have to work out when they get ready to do the rezoning.

Planning Official McLane reviewed the rest of the staff report. All of the other criteria's are met. The height of the building in the front is just over 35', exceeding the height limit by 1.5', however the code allows up to 45' with a conditional use. This application is not for a conditional use and is not otherwise required, it is comparable in that it will be approved by the planning commission and a hearing will be held. There is no procedural process not to allow the building to be constructed with the height presented.

The applicants are proposing an additional parking lot across the street, on property currently owned by the City of Boardman. EV charging requirements are met as the SAGE Center already has EV charging stations.

Planning Official Carla McLane reviewed the recommended conditions of approval for this project. She has had conversations with ODOT regarding traffic. The activity does not actually trigger a traffic impact study under the development code. She raised concerns with ODOT about PM peak conflicts. There are two IAMP's impacted by the project. She said they would want a trip generation analysis at some point focused on travel demand mitigation.

She said the development code would require 28 bicycle parking spots, which seems excessive. Currently the SAGE Center has five or six bicycle parking spots. Based on current usage, she said the current bicycle parking is adequate. She said if the commissioners disagreed, it was their decision to make, but she is not recommending 28 bicycle parking spots.

There was a site team meeting for this project. One thing that came out of the meeting was the request of the Port of Morrow to provide GIS location data of city utilities on and adjacent to the site. Also, there is currently no utility easement on this property and she recommends these be some of the things the commission work through on this project.

Commissioner Leighton asked about access from the parking lot across the street from the SAGE Center. Planning Official McLane said access will be to NE Fourth Street; she does not believe there should be a second access onto N. Olson Road and an access onto NE Front Street would be problematic given how close the parking lot is to the corner. The parking lot will have 106 spaces. Commissioner Leighton is concerned about the pedestrians who will need to cross on N. Olson Road. There should be high visibility signage for the crosswalk.

Proponent's Case. Jeff Wilson with the Port of Morrow said they have reviewed the Findings of Fact for the project and their engineering department is currently working on the traffic issue. The port is agreeable to all of the conditions.

Commissioner Connell asked about improving NE Front Street. It is in poor condition. Mr. Wilson said he has not had any discussion regarding this. Planning Official McLane said the city has adopted an IAMP for Main Street. This plan has triggers for a right-in, right-out only, for all of the Front Streets. A loop road would need to be developed to accomplish this on all Front Streets. On the north side, there is already a loop road established. She does not disagree NE Front Street needs improvements, and she does not know when it will happen, but the city is working on doing updates to the transportation system plan and will be updating the projects list at that time, in which the planning commission and the port will be at the table for. There will be other commercial projects coming in along that street also.

Opponent's Case. There were none.

Neutral Testimony. There were none.

Public Agencies. There were none.

Commission Chair Cain closed the public hearing at: 7:56 pm.

Deliberation by Commission of SDR3-23-001 – Site Design Review – SAGE Center Expansion

Commissioner TenEyck said she is concerned about the crosswalk and perhaps the speed limit needs to be looked at on Olson Road. Planning Official McLane said both Commissioners' TenEyck and Leighton are concerned about the crosswalk on Olson. She asked if the port would be opposed to putting in a street light at the crosswalk. Commission Chair Cain pointed out the parking lots will have lights. Planning Official McLane said if the lights from both parking lots were bright enough, then a street light may not be needed. Planning Official McLane is concerned about the location of the crosswalk being too close to the corner. She said moving it north makes more sense. Commissioners' Leighton, TenEyck, and Connell felt a flashing stop light at the crosswalk was warranted. Planning Official McLane said there are triggers for requiring those types of signs and she said it will be looked at, along with the lighting when the city has conversations with the port about the project.

Commissioner TenEyck asked about the condition of NE 4th Street. Planning Official McLane said there currently are no curbs, it is paved to the edge, but there are no sidewalks; she feels what is there is sufficient.

Commissioner Leighton made a motion to approved the SDR3-23-0001 Site Design Review of the Port of Morrow application, to include all of the conditions in the staff report. Commissioner Connell seconded the motion. A roll call vote was taken: Commissioner Connell-yes, Commissioner Leighton-yes, Commissioner TenEyck-yes, Commission Chair Cain-yes. The motion passed 4-0.

Planning Official McLane asked, based upon a text message from her step-mother, if the meeting could be adjourned. There was consensus to do so.

Meeting was adjourned at 8:04 p.m.