



PLANNING COMMISSION

Meeting Notes of July 19, 2017

Members present: Jim Farrell, Lamont King, Charles Mathews, Joel Metlen, and Gary Walvatne. Carrie Pellett arrived at approximately 6:15 pm.
Members absent: Bill Relyea
Staff present: Darren Wyss, Associate Planner and Tim Ramis, City Attorney

(00:01:47)

WORK SESSION - CALL TO ORDER

Chair Walvatne called the meeting to order in the Council Chambers at City Hall.

(00:02:00)

PUBLIC COMMENT RELATED TO LAND USE ITEMS NOT ON THE AGENDA

None

(00:02:11)

APPROVAL OF MEETING NOTES: JUNE 7 AND JUNE 21, 2017

Vice Chair Charles Mathews **moved** to approve the meeting notes of June 7, 2017.
Commissioner Lamont King **seconded** the motion.

Ayes: Commissioner Joel Metlen, Commissioner Jim Farrell, Vice Chair Charles Mathews, Commissioner Lamont King and Chair Gary Walvatne

Nays: None

Abstentions: None

The motion passed 5-0-0

The commissioners felt that the meeting notes from June 21, 2017, should be returned to staff for additional detail. The meeting that night was a public hearing for a 6-lot subdivision that was denied by the commission and subsequently withdrawn by the applicant. Because the project was withdrawn there wasn't a Final Decision and Order recorded to memorialize the commissioner's reasons for denial. They felt more comprehensive minutes would serve that purpose.

(00:20:00)

WORK SESSION – ROBINWOOD STATION CODE TEXT AMENDMENTS, CDC-17-03 (STAFF: DARREN WYSS)

Mr. Wyss provided a brief overview of the proposed amendments and background information on the property. The amendments would make the Robinwood Station (community building) an outright permitted use although it is in the R-10 zone. The public hearing is August 16, 2017. There were several questions posed by the commissioners:
Why is just this one property being considered at this time,
What is the long term plan for this property with the new use,
Could the code be broader to include more city properties, could other specific addresses and/or taxlots be included,
What is the group's intended use for the facility,
How are the rental funds used, and
Is there a master plan for the Robinwood Station?

(00:57:15)

ITEMS OF INTEREST FROM THE PLANNING COMMISSION

Vice Chair Mathews asked Mr. Ramis if there is a determined amount of time an application can be withdrawn after a hearing or vote. Mr. Ramis advised there is no certain time, that it is the time after the vote and before the final order is drafted. Vice Chair Mathews asked if that could be changed. He feels that once the vote is taken there should not be the ability to withdraw. Mr. Ramis clarified that part of the issue is West Linn's provision of not being able to refile an application for a specified period of time as well as the appeal process being "on the record". The general feeling was that the Planning Commission had put a lot of time and effort into reviewing the project and coming to a decision to have it just withdrawn. Vice Chair Mathews and Chair Walvatne would like the ability to sign the final order right after the vote. This should be announced at the beginning of each meeting.

Vice Chair Charles Mathews **moved** that a written final decision be produced immediately subsequent to the vote on any quasi-judicial proposal before the Planning Commission. Commissioner Jim Farrell **seconded** the motion.

Ayes: Commissioner Joel Metlen, Commissioner Carrie Pellett, Commissioner Jim Farrell, Vice Chair Charles Mathews, Commissioner Lamont King and Chair Gary Walvatne

Nays: None

Abstentions: None

The motion passed 6-0-0

Mr. Ramis pointed out the difficulty of capturing the details of a final decision immediately after a decision is made. He clarified that the document has to include the reasons for the decision. It can't be just a generic document stating approval or denial. Mr. Wyss suggested continuing the discussion at the August 2 work session.

Commissioner Farrell talked about the joint meeting with City Council and EDC and the EDC's code recommendations. It was decided that this would also be a good topic of discussion at the August 2 meeting.

Commissioner Pellett and Chair Walvatne talked about the discussion at the CCI meeting the previous night regarding the Cornwall project and in particular the staff report. The concern is that other departments are involved in projects but their information is not included in the staff report for the Planning Commission to review. They feel this information should be included and also the background on how decisions were made. Councilor Martin cautioned that the Planning Commission's purpose is to evaluate the proposal and whether or not it meets the specific criteria. Mr. Ramis confirmed that meeting the criteria is the standard. Vice Chair Mathews noted that asking more questions of staff before the hearing would be helpful. Commissioner King brought up the issue of parking (and the lack of parking requirements) in the Willamette Historic District. This has become a problem for businesses and residents.

(02:03:17)

ITEMS OF INTEREST FROM STAFF

None

(02:03:27)

ADJOURNMENT

There being no further business, Chair Walvatne adjourned the meeting.