

# City of St. Helens Planning Commission

Approved Minutes

April 9, 2019

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**Members Present:** Chair Hubbard  
Commissioner Cohen  
Commissioner Semling  
Commissioner Stenberg  
Commissioner Webster  
Vice Chair Cary

**Members Absent:** Commissioner Lawrence

**Staff Present:** Associate Planner Dimsho  
Councilor Carlson  
City Planner Graichen

**Others:** Shauna Harrison

1) **7 p.m. Call to Order and Flag Salute**

2) **Consent Agenda: Approval of Minutes**

2.A Housing Needs Analysis Advisory Committee Meeting Minutes Dated March 12, 2019

**Motion:** Upon Commissioner Webster's motion and Commissioner Stenberg's second, the Planning Commission unanimously approved the Draft Housing Needs Analysis Advisory Committee Meeting Minutes dated March 12, 2019. [Ayes: Commissioner Cohen, Commissioner Semling, Commissioner Stenberg, Commissioner Webster, Vice Chair Cary; Nays: None]

2.B Planning Commission Minutes Dated March 12, 2019

**Motion:** Upon Commissioner Webster's motion and Vice Chair Cary's second, the Planning Commission unanimously approved the Draft Planning Commission Minutes dated March 12, 2019. [Ayes: Commissioner Cohen, Commissioner Semling, Commissioner Stenberg, Commissioner Webster, Vice Chair Cary; Nays: None]

3) **Topics from the Floor: Limited to 5 minutes per topic (not on public hearing agenda)**

There were no topics from the floor.

4) **Public Hearings (times reflect earliest start time)**

4.A 7:00 p.m. - Variance (Setback) at 121 Farmview Drive - Lucas

Chair Hubbard opened the Public Hearing at 7:04 p.m. There were no ex-parte contacts, conflicts of interests, or bias in this matter. City Planner Graichen entered the staff report dated April 2, 2019 into the record. Graichen described the proposal and recommended conditions of approval, as presented in the staff report. He noted that the abutting lot is a flag lot. The setback variance request is next to the pole side of the lot, which is the driveway. Graichen feels the setback reduction does not greatly interfere with the preservation of air, light, and space, which is the purpose of a setback. Commissioner Webster asked if the applicant built the structure. Graichen said that was unclear, but the contractor was Jason Moore. Commissioner Cohen asked if this allows them to build an Auxiliary Dwelling Unit (ADU) in the accessory structure. Graichen said no. They would still have to apply for an ADU permit and a building permit. This is the first step to make the structure legal. Chair Hubbard asked if anyone provided testimony. Associate Planner Dimsho said no letters or phone calls were received.

### **In Favor**

No one spoke in favor.

### **In Opposition**

No one spoke in opposition.

### **End of Oral Testimony**

There were no requests to continue the hearing or leave the record open.

### **Close of Public Hearing & Record**

The applicant waived the opportunity to submit final written argument after the close of the record.

### **Deliberations**

There were no other comments.

**Motion:** Upon Commissioner Cohen's motion and Commissioner Webster's second, the Planning Commission unanimously approved the Variance Permit as written. [Ayes: Commissioner Cohen, Commissioner Semling, Commissioner Stenberg, Commissioner Webster, Vice Chair Cary; Nays: None]

**Motion:** Upon Commissioner Cohen's motion and Commissioner Webster's second, the Planning Commission unanimously approved the Chair to sign the Findings & Conclusions once prepared. [Ayes: Commissioner Cohen, Commissioner Semling, Commissioner Stenberg, Commissioner Webster, Vice Chair Cary; Nays: None]

### **4.B        7:30 p.m. - Annexation at 2225 Gable Road - Paintner**

Chair Hubbard opened the Public Hearing at 7:34 p.m. There were no ex-parte contacts, conflicts of interests, or bias in this matter. Graichen entered the staff report dated April 1, 2019 into the record. Graichen described the proposal and recommended conditions of approval, as presented in the staff report. He said the property owner is requesting to annex because Columbia County's development rules do not accommodate food trucks. He said the City's

Comprehensive Plan map shows the property as Unincorporated General Commercial, so the obvious choice is General Commercial (GC) for zoning. He said the Planning Commission's decision tonight is a recommendation to City Council.

### **In Favor**

No one spoke in favor.

### **Neutral**

**Harrison, Shauna.** Harrison is concerned about traffic near this proposal. She said McNulty Way is used a lot more because of the congestion at Gable Road and Highway 30. She asked if the City is considering any transportation improvements. Graichen said not with this annexation, but there is a Transportation Systems Plan that identifies long-range improvements. The Gable Road and Highway 30 intersection is a known issue. ODOT has a signalization project at Millard Road which may relieve some of the traffic at this problem intersection. Graichen said food trucks are permitted on a temporary basis. If a problem does occur, the City can revoke the permit or address the issue on an annual basis when the applicant re-applies for another year.

### **In Opposition**

No one spoke in opposition.

### **End of Oral Testimony**

There were no requests to continue the hearing or leave the record open.

### **Close of Public Hearing & Record**

The applicant waived the opportunity to submit final written argument after the close of the record.

### **Deliberations**

Vice Chair Cary said the Commission can only view the criteria for approving an annexation because this property is not the subject of a development review. There are only certain elements that are applicable to this proposal. Commissioner Cohen said the annexation alone is fairly simple.

**Motion:** Upon Commissioner Cohen's motion and Commissioner Webster's second, the Planning Commission unanimously recommended to City Council approval of the Annexation as written. [Ayes: Commissioner Cohen, Commissioner Semling, Commissioner Stenberg, Commissioner Webster, Vice Chair Cary; Nays: None]

### **5) Acceptance Agenda: Planning Administrator Site Design Review**

**Motion:** Upon Commissioner Cohen's motion and Commissioner Webster's second, the Planning Commission unanimously approved the Acceptance Agenda: Planning Administrator Site Design Review. [Ayes: Commissioner Cohen, Commissioner Semling, Commissioner Stenberg, Commissioner Webster, Vice Chair Cary; Nays: None]

## 6) **Planning Director Decisions**

Graichen noted our first ADU permit was approved last month. Vice Chair Cary asked about the Lot Line Adjustment on Morten Lane. He was curious about wetland issues. Graichen confirmed there were no issues with the wetlands in the area of the Lot Line Adjustment.

## 7) **Planning Department Activity Report** 7.A **March Planning Department Report**

Commissioner Cohen asked if there is a way to include approval for a signature on the Findings & Conclusions within the motion for approval of the application. Graichen said he knows it is a minor nuisance to have to make two motions, but the current practice functions as a reminder to the Commission that they have the option to review the Findings & Conclusions before the Chair signs them.

## 8) **For Your Information Items**

Chair Hubbard said there was a Public Forum on the Sand Island lease with the St. Helens Marina on April 3. He said there were a lot of questions and suggestions from the public. He asked what was approved on March 20. Councilor Carlson said only a draft lease was approved. Councilor Carlson said testimony from the April meeting will be incorporated into the final version. Commissioner Cohen asked who is liable if something occurs on Sand Island. Councilor Carlson said she does not have the agreement in front of her, but she thinks the liability will be on the operator (St. Helens Marina). Councilor Carlson described benefits to the City for entering into a lease for the public-private partnership, including the planned improvements that will be made on the island at no cost to the City and the free shuttle service. There was a discussion about the jurisdictional boundaries of the island.

Commissioner Cohen noted that he should have voiced a conflict of interest during the Lot Line Adjustment discussion under the Planning Director Decisions was discussed.

Graichen said the Boards and Commissions Volunteer Appreciation Dinner is tomorrow at 5:30 p.m. at the St. Helens Recreation Center on Old Portland Road. Commissioner Cohen asked if there is a bond measure proposed for the Recreation Program. Councilor Carlson said no. There was a public forum on a suggested two dollar utility fee based on the recommendation of the Budget Committee from last year. The next two City Council meetings will include discussions on the proposed two dollar recreation utility fee.

## 9) **Next Regular Meeting - May 14, 2019**

## 10) **Adjournment**

*There being no further business before the Planning Commission, the meeting was adjourned at 8:00 p.m.*

*Respectfully submitted,*

*Jennifer Dimsho  
Associate Planner*