

City of Port Orford
Planning Commission Meeting
In the Gable Chambers / Virtual participants
Tuesday, June 6th, 2023 at 3:30 P.M.

Commission Member	Present	City Staff	Present
<i>Chairman Greg Thelen</i>	X	<i>Joseph Harrison, Planning Tech.</i>	X
<i>Vice Chair Pamela Berndt</i>	X	<i>Crystal Shoji, City Planner</i>	X
<i>Comm Sara Lovendahl</i>	X		
<i>Comm Jennifer Head</i>	X		

Others Present: Nancy Fraser (Commissioner waiting for appointment by City Council)

***The minutes were prepared using the video available at
<https://www.youtube.com/watch?v=ai66VBVRNRg>***

Others Present: Chris Speed & Brett Pittman

1. Call to Order

- A. Chair Thelen called to order this Meeting of the Planning Commission on June 6th, 2023, at (3:32) p.m.

2. Approval of May 2nd meeting Minutes

- A. Discussion: the committee members requested the following changes be made to the minutes;
- i. Item (3)(i), request to strike an item #2 from the minutes, needed the information that it was a “request for information on the status of the effluent rainwater” to make it clear what was being discussed.
 - ii. Item (6) was missing the staff report/presentation summary by Joseph. The document should also have been added as an attached document.
 - iii. Item (6)(i) the intro script to the public hearing read by Chair Thelen should be included as an attached document.
 - iv. Item (6)(iv)(b) needed more details about the price of the house instead of simply stating that the cost of the well wouldn’t impact its price.
 - v. Item (7)(ii) was rephrased to “the Planning Commission has the following recommendations” to remove the word “disagrees”. And the letter itself should also be included as an attachment.

- B. Motion to approve the minutes as amended by Comm. Lovendahl.
- C. Motion seconded by Vice Chair Berndt.
- D. The vote passes unanimously with no further discussion.

<u>Chairman Thelen</u>	<u>Yes</u>	<u>Commissioner Rossi</u>	<u>Yes</u>	<u>Commissioner Lovendahl</u>	<u>Yes</u>
<u>Vice Chair Berndt</u>	<u>Yes</u>	<u>Commissioner Head</u>	<u>Yes</u>		

3. Chair Comments

- A. Public comments should be its own item after Chair Comments, this will be corrected on next month's agenda.
- B. Bailey Reinhold is withdrawing her application for the planning commission at this time.
- C. City Administrator John HuttI introduced himself to the committee. (3:37)

4. Public Hearing

- A. Minor Partition: POP 2023-02
 - i. Chair Thelen reads the intro script.
 - ii. Planning Tech Harrison reads the Staff Report which recommends approval with the conditions listed at the end of the staff report.
 - 1. Since the application is for a land division, not development, and the owners of the surrounding properties are listed; it is not necessary for the applicant to show buildings within 100 feet of the division at this time.
 - iii. Proponents: Chris Speed, testified about the merits of allowing the partition to be approved.
 - iv. Opponents: Brett Pittman testified that they are concerned about the safety of children in the neighborhood and the amount of traffic when development begins.
 - v. Public Portion of the Hearing is closed at (4:03)

vi. Deliberations:

1. Commissioners discussed if an access from Washington is the best option for an access and whether or not they can have an alternative access as a condition of approval. Commissioners also note concerns over the increase in traffic and construction impacting the safety of children from the neighboring properties located in the residential zone. Commissioners also noted the size of the road potentially being hazardous as it was not designed with the intent of having that section be high traffic.

- vii. Commissioner Berndt motions to approve the partition, based on the findings, with the conditions of approval recommended in the staff report and with the stipulation “Any final plat or other permanent property document approved by the Planning Commission or City Council should contain notes that an alternative water source, “well,” was permitted at the time that City water was not available, and that City water must be used, when available.”

- viii. Comm Head seconds the motion.

- ix. Vote passes unanimously with no further discussion.

<u>Chairman Thelen</u>	<u>Yes</u>	<u>Commissioner Rossi</u>	<u>Yes</u>	<u>Commissioner Lovendahl</u>	<u>Yes</u>
<u>Vice Chair Berndt</u>	<u>Yes</u>	<u>Commissioner Head</u>	<u>X</u>		

5. Planning Matters

- A. Short Term Rental discussion postponed until the City can provide an accurate list of all legal Short-Term Rentals currently operating in town.

6. Other Business

- A. Carol Lawton Planning Commission Application for Appointment

- i. Comm Rossi motions to approve the application.

- ii. Comm Berndt seconds the motion.

- iii. Vote passes unanimously with no discussion.

<u>Chairman Thelen</u>	<u>Yes</u>	<u>Commissioner Rossi</u>	<u>Yes</u>	<u>Commissioner Lovendahl</u>	<u>Yes</u>
<u>Vice Chair Berndt</u>	<u>Yes</u>	<u>Commissioner Head</u>	<u>X</u>		

B. City Planner Comments

- i. Planning and Building application forms are being revised and updated.
- ii. The Municipal Code needs revising to bring it up-to-date.
- iii. A workshop on Planning Commission Training will be scheduled for next month's meeting.
- iv. Water restrictions should be referred to as a "Curtailment" instead of a "Moratorium".

C. Planning Commission Comments

- i. Review of the approval process for Planning Clearance and Building Permits in commercially zoned properties will be on the next agenda.


7. Public Considerations

A. None

8. Adjourn

- A. With no further business, Chairman Thelen closed the meeting of the Planning Commission at (4:41) pm.

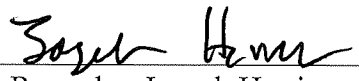
Attest:



Chair, Greg Thelen

1-4-24

Date



City Recorder, Joseph Harrison

1/4/2024

Date