

TOLEDO PLANNING COMMISSION MINUTES

A regular meeting of the Toledo Planning Commission was called to order at 7:00 pm by Vice President Anne Learned-Ellis. Commissioners present: Cora Warfield, Bill Hansen, and Penny Ryerson. Excused was President Geoffrey Wilkie.

Staff present: City Manager (CM) Craig Martin, City Attorney David Robinson, and Secretary Arlene Inukai.

VISITORS: Michael Gibbons, Judith Gibbons, and Heather Jukich.

New City Councilor Heather Jukich introduced herself to the Planning Commission.

APPROVAL OF THE OCTOBER 10, 2018, MINUTES:

It was moved and seconded (Ryerson/Hansen) to approve the October 10, 2018, minutes as circulated and reviewed by the Planning Commission. The **motion passed** unanimously, noting the absence of Wilkie.

DECISION ITEM: FINAL APPROVAL OF A PLANNED DEVELOPMENT PLAT FOR "LEGACY ARTS TERRACE" (FILE #PD-1-17) FOR PROPERTY LOCATED AT 177, 195, & 199 NE 1ST STREET, AND 157 NE ALDER STREET, REQUESTED BY MICHAEL AND JUDITH GIBBONS TRUST:

CM Martin reported the final plat has been submitted for the planned unit development project, approved in June, 2017. The Planning Commission approved the preliminary plat with conditions of approval. A staff memorandum was included in the Planning Commission packet addressing the conditions of approval, relevant municipal code sections for the final plat review, and includes a copy of the final plat document. The applicant has met the conditions/criteria, noting that the proposed CC&Rs have been withdrawn, water and sewer are in the process of being installed, and the applicants recently submitted a copy of the receipt showing the 2018-2019 property taxes paid in full. If the water and sewer line connections are not completed before the plat is finalized, the applicants can record a deferred improvement agreement for the utility connections. Staff recommends approval of the final plat.

Michael and Judith Gibbons of 140 NE Alder Street, Toledo, provided the following information:

- The properties are located across the street from the Gibbons' home and studio.
- One property contains the old Methodist church which was later used as a funeral home. They are the third owners of the building since 1887.
- They currently rent the buildings, which requires a lot of work and upkeep. They plan to sell each building individually, thus, the need to divide the property.
- They have upgraded the buildings and saved a historic neighborhood. Several neighboring homes have also been upgraded or are in the process. It is a very attractive area.
- The Planning Commission agenda noted an incorrect address of 117 NE 1st Street, but it should be 177 NE 1st Street.

Vice President Learned-Ellis thanked the applicants for the explanation and recalled that the original application and presentation were well done.

It was moved and seconded (Ryerson/Warfield), that based upon a review of the Toledo Municipal Code criteria set forth in Sections 16.12.130 and 16.12.140 and the conditions of approval of the preliminary plat Order dated June 22, 2017, the Planning Commission approves the final plat for Legacy Arts Terrace, on behalf of Michael A. Gibbons and Judith P. Gibbons Trust, submitted on November 5, 2018, allowing for the correction of grammatical or typographical errors, as needed. The **motion passed** unanimously, noting the absence of Wilkie.

DISCUSSION ITEM: DLCD PLANNING GRANT – LINCOLN COUNTY HOUSING STRATEGY IMPLEMENTATION PLAN:

CM Martin reported he does not have an update on the project at this time. The County is in the process of selecting a consultant. As he receives information, he'll keep the Planning Commission informed. The City needs to stay involved in the project, which will be finalized in May, 2019.

DISCUSSION ITEM: OTHER UPDATES AND REPORTS:

CM Martin stated he is still working on a housing rehabilitation program. Funding is available, but an administering agency needs to be located. Willamette Neighborhood Housing Services may be interested in coordinating the program for Lincoln County. Commissioner Warfield added that the housing rehab program is a good program and it will be beneficial to have it back.

CM Martin reported recruitment of a City Planner is not moving forward yet, due to some uncertainty in the organization.

President Geoff Wilkie sent an email to staff from the Mid-Coast Water Planning Partnership to forward to fellow Planning Commissioners. The agency is asking for public input and provides a survey for public response. A link to the survey will be sent to Commissioners. Vice President Learned-Ellis pointed out that we are still in a drought and it's important to conserve water. Conservation habits tend to continue, even after a drought ends. She voiced appreciation of Toledo services.

CM Martin provided an update on the Port of Toledo boatyard project. An intergovernmental agreement to transfer property (Aldree Lane area) and relocate the water line has been approved. The building permit review is wrapping up and can move forward. The group discussed the road issue and location of the new building. Commissioner Ryerson expressed appreciation of the City Manager's support and involvement with the Port of Toledo. CM Martin added that the Port is very important and active in providing economic development to the community. Commissioners discussed Port projects and the ability to obtain grants to fund projects. It was noted that the City and Port should work together to obtain funding.

STAFF COMMENTS:

CM Martin reported the Planning Commission and City Council meet periodically. It may be beneficial to hold a joint worksession in the near future.

COMMISSIONER COMMENTS:

Commissioner Hansen announced that, even though he has enjoyed his time on the Planning Commission, he will be moving to Kansas to be closer to family. He is trying to sell his home, so he plans to remain on the Commission for a few months, as the move is not immediate.

Commissioners thanked Commissioner Hansen for his service and stressed that new Planning Commissioners are needed. Vice President Learned-Elis voiced the need to revisit the Planning Commission quorum standard, as the Commission will be down to only four members, which is the required number for a quorum. She asked if the language can be updated to a 'majority' of the current members? Commissioners discussed the Planning Commission vacancies and the need to promote the Commission.

Commissioner Warfield asked for an update on the City Council vacancy. CM Martin reported there is one vacancy on the Council, with two years left in the term. The first recruitment effort received several applications, but two of the applicants were elected to the City Council. Those two applicants who were elected were then appointed to fill the remaining terms of the vacant positions (through December 31, 2018) and will then begin their full term in January. After the appointments and applicant withdrawal, only one candidate remained. The Council decided to extend the deadline to allow more applications to be submitted and interviews will be held next week. The Mayor position has been left open at this point, as there is still some debate if they can appoint Mayor-Elect Rod Cross to fill the vacant position through the end of the year. Commissioner Warfield suggested that those interested in the City Council position, but are not selected, apply for the Planning Commission.

There being no further business before the Commission, the meeting was adjourned at 7:35 pm.

Secretary

Vice President