

TOLEDO PLANNING COMMISSION MINUTES

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

Staff present: City Manager Wes Hare, Contract Planner (CP) Justin Peterson, City Attorney David Robinson, and Secretary Arlene Inukai.

VISITORS: Rod Cross, Heather Jukich, and Jackie Kauffman.

Rod Cross of 931 NE Alder St., Toledo, invited Commissioners to a Town Hall meeting on October 27, 2019, at Toledo High School at 5:00 pm. This will be a good time to interact with community members and ask questions. Dinner will be served at 5:00 pm and the meeting will start at 6:00 pm.

APPROVAL OF THE JUNE 12, 2019, AND JULY 10, 2019, MINUTES:

Commissioner Wilkie noted corrections to the June minutes, correcting misspelled words on Page 3 ("Wilkie") and Page 5 ("complimented") and July minutes on Page 1 ("Wilkie")

It was moved and seconded (Warfield/Wilkie) to approve the amended June 12, 2019, and July 10, 2019, minutes as circulated, reviewed and corrected by the Planning Commission. The **motion passed** 4-0, with Learned-Ellis abstaining and noting the absence of Ryerson.

PUBLIC HEARING: MINOR PARTITION TO CREATE TWO PARCELS FOR PROPERTY LOCATED AT 1606 NW SPRUCE STREET (FILE #MP-2-19), REQUESTED BY DAVID AND TAMI HOWARD:

President Michels opened the public hearing by stating the nature and purpose. After calling for declarations of ex parte contact, bias, or conflict of interest, Commissioner Duprau reported he knows the applicants, but it would not impact his decision. The statements of rights and relevances and rights to appeal were then read.

Staff Report: CP Peterson reported that staff requested new information from the applicant and is recommending that the Planning Commission continue the public hearing until November 13, 2019, at 7:00 pm. New information is needed in order to address relevant code criteria and it will then be presented in the staff report. A meeting with the applicant and City staff will be held next week and the staff report can be finalized for the November 13th meeting.

It was moved and seconded (Learned-Ellis/Warfield) to continue the hearing to the November 13, 2019, Planning Commission meeting date. The **motion passed** unanimously, noting the absence of Ryerson.

DISCUSSION ITEMS: OLALLA SLOUGH PEDESTRIAN TRAIL AND PARK PROJECT:

Mayor Rod Cross provided information on a park idea going back to the early 2000s. The purpose of the project is to improve City-owned properties to create a pedestrian trail system, family park,

and ball fields. Mayor Cross referred to the handout included in the Planning Commission packet, showing the location of the property along East Slope Road and Olalla Slough. The entire site is approximately 18 acres. The proposal was originally submitted to the State years ago and included a lot of fill material for the site. This was not supported by the State because of potential wetlands and Goal 5 factors. The new proposal would limit the fill and provides permeable surfaces to help with drainage. Mayor Cross compared the concept plan with Bryant Park in Albany, which is closed and gated during the winter months because of flooding. It would be expected that the site could have 4-5 months of use in the summer.

Mayor Cross would like to see if the plan works for DSL and the City. The site may not be large enough to hold the Summer Festival, but it should handle small gatherings, events, and recreational activities. He would like to see 3-4 baseball/softball fields, approximately 2.5 acres each, leaving approximately 8-10 acres remaining for the site. He would also like to see secured stands for electrical and water hook-ups, located above the floodplain, which could be used by food trucks during events. A bike/pedestrian path and bridge across Olalla Slough would be a necessary link to access Toledo Elementary School. A crosswalk would have to be created on Sturdevant Road to reach the school site. A map was projected for the group and Mayor Cross pointed out the property location, potential trail and bridge site, parking area, Sturdevant Road crosswalk location, and bike lane to the school. The City already has the bridge for the crossing. A wetlands delineation will be necessary and there may be wetland mitigation credits that DSL may take into account. It would be nice to see a kayak launch area off of the parking lot and a covered pavilion for events. A ramp may be needed to use the existing dike as the trail, as he does not want to breach the dike. Gravel should be used for site improvements, avoiding concrete and impervious surfaces.

Mayor Cross stated that this project would benefit the community. It has merit, but will not be easy to development. He is presenting the proposal to the Planning Commissioners because they deal with the Statewide Planning Goals and Comprehensive Land Use Plan Goals and with the help of the new contract Planner, the proposal could move forward.

Commissioners discussed several parts of the proposal, summarized below:

- The property is located within the floodplain. The new ordinance and maps were recently adopted. Commissioners would like to view the floodplain maps.
- A wetlands review will be needed.
- Permeable surfaces and closing the park during the winter are good suggestions.
- Planning Commissioners would like to know the cost to maintain the park and trails, even with seasonal closures.

Mayor Cross provided his contact information to Commissioners, if anyone wishes to discuss the project further.

CP Peterson formally introduced himself, stating that he works for Oregon Cascades West Council of Governments (OCWCOG), based out of Albany. CWCOG provides assistance to communities for land use and transportation planning projects. He suggested establishing various components of the project and phasing the work. For example, the trail system could be one phase and funding could be found through ODOT's Safe Routes to School program. The ballfields may undergo several government reviews, such as FEMA and DSL and it may be a harder piece than the pathway. CP Peterson will begin to look at funding opportunities, submittal processes, and deadline dates.

Commissioners discussed grant opportunities, suggesting the City may not be ready to submit requests until 2020-2021. Many grants are very competitive and a good plan is needed. Also, some grants require a match that the City needs to provide. Mayor Cross voiced that there are matching funds available for the bridge and trail project. CP Peterson reported he will meet with DLCD Representative Lisa Phipps next week. She may have information on State programs or grants available for this type of project.

Commissioners discussed taking a tour of the site. It was suggested that it be viewed before the end of the month, as it will become very wet. The area on the south side may be the drier area. Commissioners agreed to individually visit the site and report back at the next meeting.

Mayor Cross provided the following information in answer to Commissioner questions:

- Lighting may not be necessary for the park, as it would get the most use during the summer season. Additional lighting may be needed on Sturdevant Road, at the bridge crossing and street crosswalk.
- If there is less infrastructure and fewer disturbances, it may be more favorable to the State.
- Porta-potties may be the only option at the site.
- Not aware of any historic or tribal significance, but it will need further review.
- The bridge and the path may be the easiest to establish. The project could be scaled back if items are too challenging.
- There is an existing barn on the southern portion of the property.
- This could be a topic of discussion at the upcoming Town Hall meeting.

Commissioners generally agreed that they would like to see something developed, at least the trail. Mayor Cross is hoping the Planning Commission would take on the project. CP Peterson will start to research the project and funding opportunities.

DISCUSSION ITEMS: UPDATES AND REPORTS:

Secretary Inukai reported the Flood Hazard Protection Ordinance and new flood maps were recently adopted and are now in effect.

CP Peterson announced he is available for questions and he will have office hours in Toledo on Wednesdays. Also, there is a lot of expertise in the COG office that can be of assistance. He would like to see if DLCD Representative Lisa Phipps is available for training opportunities.

STAFF COMMENTS:

None.

COMMISSIONER COMMENTS:

Commissioner Wilkie announced OCCC's community spelling bee on October 20th and the State of the Coast Conference will be November 9, 2019.

There being no further business before the Commission, the meeting was adjourned at 8:05 pm.

Secretary

President