

TOLEDO PLANNING COMMISSION MINUTES

A regular meeting of the Toledo Planning Commission was called to order at 6:30 pm by President Anne Learned-Ellis. Commissioners present: Jonathan Mix, Brian Lundgren, Ruthanne Morris, Ricky Dyson, and Cora Warfield. Excused was Terri Neimann.

Staff present: Contract Planner (CP) Justin Peterson, City Manager (CM) Judy Richter, City Attorney (CA) Mike Adams, and Secretary Arlene Inukai.

VISITORS: John Robinson, Donna Robinson, Paul Steenkolk, and Robert Steenkolk

APPROVAL OF THE JULY 13, 2022, MINUTES:

It was moved and seconded (Dyson/Morris) to approve the July 13, 2022, minutes as circulated and reviewed by the Planning Commission. The **motion passed** unanimously, noting the absence of Neimann.

PUBLIC HEARING: CONDITIONAL USE PERMIT FOR A MULTI-FAMILY DWELLING (TRIPLEX) IN THE COMMERCIAL ZONE (FILE #CU-1-22), FOR PROPERTY LOCATED AT 660 NW A STREET, REQUESTED BY JOHN AND DONNA ROBINSON:

President Learned-Ellis opened the public hearing by stating the nature and purpose.

Commissioners expressed a familiarity with the general area, but there were no declarations of ex parte contact, bias, or conflict of interest. The statements of rights and relevances and rights to appeal were then read.

Staff Report: CP Peterson reviewed the staff report as on file at City Hall. He explained that the request is for a triplex in the Commercial Zone. It was noted that the address designations may change if the units are approved, due to access and frontage onto NW 6th Street. Historically, the site had a duplex on the property. In reviewing the site, the wetlands map showed a riverine area, which may be in error, but the owner will need to follow-up with DSL. A small portion of the property along NW A Street is in the floodplain. The application shows that there will be no construction in the floodplain area and the proposed building is outside of the floodplain.

City water and sewer services are available to the site. The request was reviewed by Fire, Police, and Public Works. The Fire Department recommended house numbers be posted at the site and Police expressed some concerns with parking in the area. CP Peterson reviewed the Conditional Use criteria, findings, parking requirements, surrounding zone designations, the Comprehensive Land Use Plan (Comp Plan) Housing Goal 1, and proposed conditions of approval. It was noted that 4.5 parking spaces are required for the triplex and on-street parking spaces can be used as a credit. Three on-site parking spaces are shown on the plan with three on-street parking spaces available adjacent to the property along A Street. The proposal provides a total of six parking spaces. Utilities, sidewalk extensions, and site improvements will need to be coordinated with Public Works. A landscape plan was submitted and can be reviewed during the building permit review. Staff recommends approval with the adoption of the recommended conditions of approval.

Applicant Testimony:

John Robinson of 2500 Del Rio Court, Albany, introduced himself and Donna Robinson. He stated that they just recently built the four-plex at 295 NE Beech Street, which were 2-bedroom, 2.5 bathroom townhouse units. The proposed triplex will be different in style, with 1-bedroom units and no stairs. The single-level building will have sidewalks surrounding the building and provides links to the existing sidewalks along A Street. They intend to have one-year lease agreements for the units, as the City does not have requirements for short-term rentals. He understands there is a need for 3-6 month rentals for contractors/short-term employees working in the area and he may consider this as an option in the future. The intent is to create work-force housing. Mr. Robinson added that the units will have luxury amenities, not entry-level units. They want to encourage long-term renters. He also reviewed the proposed landscape plan. President Learned-Ellis encouraged the use of water-friendly and fire-resistant landscape materials and vegetation.

Mr. Robinson added that the building will have house numbers and will be visible from the road. The on-site parking spaces will also provide EV pedestals for the tenants. The landscape species were chosen because they are slow-growing and there is minimal space. They are conscientious of the vegetation because they do not have a dedicated water meter for the irrigation.

Proponent Testimony: None.

Opponent Testimony: None.

Other Interested Parties: Paul Steenkolk reported his father, Robert Steenkolk (also present at the meeting) owns the house at 185 NW 6th Street. They are concerned about the parking at the site. There could be a lot of vehicles and visitors and the owner should be prepared to deal with a potential parking problem. President Learned-Ellis noted that the Police Chief expressed concerns, but the plan provides three on-site and three on-street parking spaces.

Mr. Steenkolk clarified that he is not opposed to the project or development in Toledo, but wanted to provide concerns.

Rebuttal by applicant: Mr. Robinson reported that, because there are no sidewalks on NW 6th Street, they will need to install sidewalks. Three parking spaces will be provided off of NW 6th Street. There are three on-street parking spaces adjacent to the lot (along the east side of NW A Street) and three on-street spaces on the west side of the street. There is a large public parking lot directly across A Street. He does not anticipate parking in the general area to be a problem. The units will be one-bedroom apartments and he expects there could be a couple living in the units with two vehicles. The four-plex building he constructed provided twelve parking spaces, but they were larger, two-bedroom units. He will charge market rents, as these are not considered low-income/HUD units.

Questions by Commission: CP Peterson responded to Commissioner questions, noting that the Commercial Zone requires a 25' front yard setback. This will be met from NW 6th Street. There are no minimum side and rear yard setbacks, but the owner provides a setback area for sidewalks and open area.

Deliberations: The public hearing was closed and the Commission entered into deliberations. Commissioners reviewed the proposed conditions of approval.

It was moved and seconded (Morris/Dyson) that based on the testimony received, the staff report, and the evidence and arguments before the Planning Commission at the public hearing on August 10, 2022, the Planning Commission finds that the request by John Robinson and Donna Robinson, (CU-1-22) complies with the criteria identified in Toledo Municipal Code 17.64.050. The Planning Commission hereby adopts the staff report as findings, as well as the proposed conditions of approval for CU-1-22, and allowing for the correction of typographical and grammatical errors. The **motion passed** unanimously, noting the absence of Neimann.

DECISION ITEM: EXTENSION TO THE DEADLINE DATE FOR THE MINOR PARTITION APPROVAL (FILE #MP-2-21MOD), REQUESTED BY THE CITY OF TOLEDO:

CP Peterson reported this is a late addition to the agenda. The conditional use/variance on this property was just extended last month. This minor partition application separates City-owned property on Sturdevant Road into two lots. The minor partition plat was filed with Lincoln County in July, before the deadline date. Staff checked on the status with the County Surveyor and learned that the plat went back to the private surveyor for additional work. The City was not notified of the delays. The plat was submitted before the deadline date, but the City is now asking for an extension to provide additional time to finalize the plat. It should only take 1-2 months to complete the survey work. Commissioners discussed the timeline, conditions of approval on the partition and conditional use permit/variance, and zone standards.

It was moved and seconded (Learned-Ellis/Mix) to extend the deadline date on application MP-2-21(mod) requested by the City of Toledo for one year. The **motion passed** unanimously, noting the absence of Neimann.

WORKSESSION: COMPREHENSIVE LAND USE PLAN UPDATE – CHAPTER 7 (NATURAL HAZARDS) AND SURVEY REVIEW:

CP Peterson noted that chapters are not being presented in order to provide some time and additional information to be included in future review. The Housing chapter will be presented to the Planning Commission at a future meeting. Project information and the draft chapters that have been reviewed will soon be uploaded to the City's website.

A draft update to Article 7 – Natural Hazards was presented, showing existing and proposed goals and policies. The update format follows the draft of the other chapters reviewed, with over-arching goals and general policies, then policies for each specific hazard. The draft removes the specific name and date of the maps since they are still listed in the development code. This allows the map to be updated without a Comp Plan amendment, just a development code amendment. Commissioners discuss temporary housing options during a disaster event and it was noted that an emergency resolution can be approved that sets a time frame. This level of detail does not have to be specified in the Comp Plan.

CP Peterson reviewed the new policies and revisions for the flood hazard, tsunami, geo-hazard, windstorm, wildfire, and drought sections. Based on Commission discussion, the following updates can be made to the draft chapter:

- Add language to the timing for Policy 12, emergency resolution.
- Buyout program language can be edited that "encourages" or "assists" in the program which softens the language. Additional language changes or discussion may be necessary

Commissioners discussed fire hazards and providing buffer zones, tree spacing, and tree maintenance.

CP Peterson reviewed the results of the Comp Plan survey. There were 84 responses. Several asked to be included on the list for updates. The final survey results will be presented at the next meeting.

STAFF COMMENTS:

CM Richter announced a vacancy on the City Council. Applications will be accepted through August 31st. She also noted that community members can run for the upcoming elections and August 15th is the deadline to file.

COMMISSIONER COMMENTS:

Commissioners thanked Commissioner Warfield for her submittal to the newsletter reviewing planning projects.

Commissioner Mix reported that the State provided a map for wildfire danger and noted that a lot of Lincoln County are in the low hazard area. The map will be re-vamped and updated soon.

There being no further business before the Commission, the meeting was adjourned at 8:15 pm.

Secretary

President