

TOLEDO PLANNING COMMISSION MINUTES

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

Staff present: Contract Planner (CP) Justin Peterson and Planning Assistant Arlene Inukai.

ELECTION OF OFFICERS FOR THE 2025-2026 FISCAL YEAR:

It was moved and seconded (Sutherland/Mix) to nominate and elect Cora Warfield for President and Brian Lundgren for Vice President. The **motion passed** unanimously, noting the absence of Learned-Ellis and Dyson.

VISITORS: Dewey and Carol Goodell, Dave Loomis, Tracy Mix

APPROVAL OF THE JUNE 11, 2025 MINUTES:

It was moved and seconded (Mix/Lundgren) to approve the June 11, 2025, minutes as circulated and reviewed by the Planning Commission. The **motion passed** unanimously, noting the absence of Learned-Ellis and Dyson.

PUBLIC HEARING: SUBDIVISION TO CREATE SEVEN LOTS FOR PROPERTY LOCATED AT NW 5TH STREET/BUS. HWY 20/BAY BLVD (FILE #SD-1-25), REQUESTED BY DEWEY AND CAROL GOODELL:

President Warfield opened the public hearing by stating the nature and purpose. 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. There was discussion about the delays with mail delivery and options for picking-up a printed copy of the packet if needed.

Staff Report: CP Peterson reviewed the staff report as on file at City Hall. The request is for a subdivision of a 6.7 acre property into seven lots. The existing property contains three residential dwellings (Proposed Lots 3, 4, and 5), an auto part shop (Lot 2), a carwash facility (Lot 1), and two truck shops (Lots 6 and 7). The homes and businesses are all on one lot and the property owner wishes to divide the property into seven lots to have each building on a separate lot. The proposed lots range in size from 2,600 square feet to 3.5 acres. The property is located in the Light-Industrial (L-I) and Commercial Zones. The property has a drainage way crossing the site, possible wetlands at the drainage area, and is located in the floodplain. City water and sewer are available and currently serve the property.

CP Peterson reviewed the L-I and Commercial Zone standards and the non-conforming use standards. The three residential homes are currently located in the L-I Zone. The property owner may look into a rezone to a residential zone in the future, but this subdivision application does not include a rezone request. Lots 6 and 7 would be conforming uses.

CP Peterson reviewed subdivision and Comprehensive Plan criteria. He noted that the subdivision

code was recently updated, but the owner submitted the application before the new code language went into effect. The owner chose to use the old subdivision code criteria for this application.

Each lot currently has road access and NW 5th Street will be dedicated to the City with this process. Most of the travelled area of NW 5th Street is currently located on the applicant's property and the plat will dedicate the area to the City. Highway 20 is fully built out, but N Bay Boulevard does not have sidewalks. A deferred improvement agreement can be listed as a condition of approval and can be utilized to defer sidewalks on Bay Blvd. The agreement would need to be signed and recorded before a final plat can be recorded.

CP Peterson continued review of the lot standards, frontage, access, zone standards, easements, and proposed conditions of approval. Staff recommends approval with the proposed conditions of approval. If approved, the applicant has one year to finalize the plat. The final plat will then need to be submitted to staff and Planning Commission for final approval.

Applicant Testimony: Dewey Goodell reported that they would eventually like to sell the lots, but retain the lot that has his existing shop. The shop has access to Bay Boulevard and was built in 1980.

Proponent Testimony: None.

Opponent Testimony: None.

Other Interested Parties: None.

Questions by Commission: President Warfield asked if the applicants had any questions about the proposed conditions of approval. Commissioner Mix noted the irregularity of the 5' jog into 5th Street for the three residential homes. CP Peterson stated that 5th Street was never dedicated and the existing homes are very old.

Visitor Tracy Mix asked about street maintenance for NW 5th Street. CP Peterson clarified that, once dedicated to the City, the City would be responsible for repair/maintenance.

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

It was moved and seconded (Sutherland/Lundgren) that based on the testimony received, the staff report, and the evidence and arguments before the Planning Commission at the public hearing on August 13, 2025, the Planning Commission finds that the request by Dewey and Carol Goodell, and Dave Loomis (authorized agent) (SD-1-25) complies with the criteria identified in Toledo Municipal Code, Titles 16 and 17, including the criteria identified in Toledo Municipal Code, Section 16.08.070. The Planning Commission hereby adopts the staff report as findings, as well as the proposed conditions of approval for SD-1-25, and allowing for the correction of typographical and grammatical errors.

The **motion passed** unanimously, noting the absence of Learned Ellis and Dyson.

DISCUSSION ITEMS: Traffic Calming Introduction:

CP Peterson reported that the Planning Commission will see this topic for discussion next month. Traffic calming devices, such as speed bumps/humps, speed tables, roundabouts, bulb-outs, etc. have been requested by community members, but the City does not have a formal process to review new features or traffic calming options. The City Council has been hearing the concerns and issues, but has asked for the Planning Commission to review the options and establish a process to be reviewed for recommendation/installation.

City Councilor Tracy Mix confirmed that there have been residents asking for speed bumps to address the high speed and safety concerns. The Council would like the Planning Commission to work on a process to address the concerns and requests.

Commissioners discussed various options to reduce speed, enforcement, and costs to create the various features. There should also be neighborhood involvement in the process.

Commissioner Sutherland asked for an update on the Memorial Field restroom project. CP Peterson reported that the engineer submitted draft plans and they are still being updated. The insurance company must approve all updates and because the building is in the floodplain, replacement has been harder.

DISCUSSION ITEMS: Grant Updates:

Arcadia Park tennis courts have been resurfaced for tennis and pickle ball courts. The grant is nearing a final close-out.

The Safe Routes to School grant is in the works for a modification to allow the feedback signs at the elementary school to be hardwired. The solar signs are not getting enough light to be used. The 10th Street pedestrian crossing signs are done.

DISCUSSION ITEMS: Building Permit and Land Use Application Updates:

The building permit log was included in the packet. Planning staff is able to answer questions.

STAFF COMMENTS: CP Peterson reported the Lincoln County Natural Hazards Mitigation Plan is now in the public comment period. The City will send the survey out to Commissioners and have a link on the website.

COMMISSIONER COMMENTS:

President Warfield asked about a recent article that listed \$640,000 awarded to the City of Toledo for housing. CP Peterson stated that the funds are for water line upgrade, traffic study, and sewer lining for the Olalla Meadows housing project.

President Warfield also announced that builder John Robinson will soon complete the triplex on A Street and plans to host an open house.

There being no further business before the Commission, the meeting was adjourned at 7:26 pm.

Planning Assistant

President