

**COLUMBIA CITY PLANNING COMMISSION
PUBLIC HEARINGS / REGULAR SESSION
CITY HALL – 1840 SECOND STREET
JANUARY 15, 2019 - 6:30 P.M.**

PLANNING

COMMISSIONERS:

Kelly Niles, Chair
Barbara Gordon, Vice-Chair*
Coralee Aho
Doug Calkins
George Fortier
Dana Marble
Lee Anne Landenberger*

*Denotes Commissioner absent

STAFF:

Stacey Goldstein, City Planner
Helen Johnson, Planning Administrative Assistant
Michael McGlothlin, City Administrator/Recorder

OTHERS:

Kathy Hansen, City Resident
Hayden Richardson, Columbia County Planner

MEETING TO ORDER:

Kelly called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE:

Kelly led the pledge of allegiance.

APPROVAL OF MINUTES:

None.

CITIZEN INPUT AND REQUESTS:

None.

NEW BUSINESS:

Stacey presented a land use referral from Columbia County Planning. The City has an intergovernmental agreement called an Urban Growth Area Management Agreement. The agreement has language in it stating when Columbia County gets a land use action application for property in the City's urban growth boundary, the Planning Commission is requested to make comment on the proposal. The application being presented is from Terra LLC requesting zone change on an acre piece of property. Stacey showed the commissioners the property on our large wall zoning map. The request is to change the zoning to County R-10 zone which correlates to the City's R-2 zone.

Stacey introduced Hayden Richardson, Columbia County Planner. Hayden explained the applicant has previously gone through a zone change to property just to the north of this application. It changed the zoning from RR-5 (rural residential) to single-family residential and they wish to do the same for this

piece of property. Essentially the zoning changed from 5 acres lot size minimums to 1 acre lots if the property doesn't have City utilities and 10,000 square feet minimum if City utilities are available. Stacey also explained a part of the application approval is the requirement of future annexation into the City. At this time the annexation date is uncertain. She also stated at a City Council meeting in June the Council established policy to permit extension of services to the property and established rates for that process.

Commission Chair Kelly asked how much of the property is developable. Stacey explained she and the City Engineer reviewed the property and put together some initial comments and submitted them to the County as part of the review. Future proposed development would need to look at natural resources on the site, steep slopes, connectivity, preservation, geotechnical and environmental concerns, but the property is buildable.

IT WAS MOVED (DANA) AND SECONDED (CORALEE) TO RECOMMEND APPROVAL OF COUNTY FILE ZC 19-01 TO THE COLUMBIA COUNTY PLANNING COMMISSION BASED ON THE DELIBERATIONS AND STAFF REPORT PRESENTED. MOTION CARRIED UNANIMOUSLY.

PUBLIC HEARINGS:

Kelly turned the meeting over to Stacey. She explained the matter before the Commissioners would add Chapter 7.95 Short Term Vacation Rentals to the Development Code. The Planning Commissioners if agreeable will be providing a recommendation to the City Council for approval.

Staff report:

Stacey reviewed the history behind the addition of a short term vacation rental chapter and reviewed the staff report related to the added chapter.

Commissioner George raised the concern of enforcement and Commission Chair Kelly answered stating the process would be the same as any existing house. Stacey did explain rental units would be required to post information by the door of the rental providing contact information in case of emergency and a way to get a hold of the City. Also a written notice would be mailed to surrounding property owners within 100 feet with contact information as well. Stacey also mentioned the City would have the ability if necessary to revoke a permit.

Conflicts of Interest, Bias and Ex Parte Contacts:

Kelly asked Commissioners if there were any conflicts of interest, bias and ex parte contacts. Helen asked if Dana needed to make a declaration as she had witnessed him talking with one of the audience members who is interested in short term vacation rentals. Dana stated he did know Kathy Hansen and he would be able to make a fair decision and the matter this evening.

Input in favor:

Jeanne Palin, from 2050 The Strand, is a neighbor to Kathy Hansen and she explained around Christmas time their house was full and her sister came and was able to stay next door. It was very convenient. She also stated there are minimal options for overnight guests and it can be expensive to stay at the Best Western.

Kathy Hansen, from 2060 The Strand, explained she works from home and is around most of the time. She described her unit as above the garage with one bedroom, living quarters and a bathroom

downstairs with a washer and dryer. Kathy commented the rental unit has a separate access and doesn't allow entry to their garage.

Input in opposition:

None.

Input neither in favor nor in opposition:

None.

Written materials submitted:

None.

IT WAS MOVED (DOUG) AND SECONDED (DANA) TO RECOMMEND APPROVAL OF FILE NO. LU-19-02 TO THE CITY OF COLUMBIA CITY COUNCIL, BASED ON THE FINDS CONTAINED IN THE STAFF REPORT. MOTION CARRIED UNANIMOUSLY.

REGULAR SESSION CLOSED AND PUBLIC HEARING OPENED.

Kelly opened the second public hearing.

Conflicts of Interest, Bias and Ex Parte Contacts:

None.

Staff report:

Stacey reviewed the staff report for recommendation to the City Council for adoption of the Economic Opportunities Analysis Report dated December 10, 2018 and update the City's Comprehensive Plan. The Comprehensive Plan is a 20 year forecast of different statewide planning goals. She explained this report relates to Goal 9 which is economic development.

Stacey explained the City was awarded a grant through the State Department of Land Conservation Development. She stated the City brought in a consultant to look at what the City could do to strengthen the local economy. The report contains data relating to buildable lands, land needs, population forecasts and much more useful information. Stacey said this report will be added to the City's Comprehensive Plan.

She went on to explain the goals, policies and strategies outline in the report will translate down into future projects for the Planning Commission to consider in the future. Stacey also stated the report reflects public outreach asking what residents wanted to see. Other items in the report were income trends, occupation types, populations, education levels etc. She stated it's interesting to see who the community is and who the City is planning for.

It was discussed by staff and the Commissioners the report will be a useful tool for future planning, possible grant and development opportunities coming our way.

Input in favor:

None.

Input in opposition:

None.

Input neither in favor nor in opposition:

None.

Written materials:

Joe Turner, Columbia City resident, submitted information both by email and personal delivery regarding a business consideration for Columbia City, a dinner theater.

PUBLIC HEARING CLOSED AND REGULAR SESSION OPENED.

Commissioners discussed business possibilities for Columbia City and the struggles and challenges associated with them.

IT WAS MOVED (DOUG) AND SECONDED (DANA) TO RECOMMEND APPROVAL OF FILE NO. LU-19-01 TO THE CITY OF COLUMBIA CITY CITY COUNCIL, BASED ON THE FINDS CONTAINED IN THE STAFF REPORT. MOTION CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS:

Stacey stated because this meeting's agenda was full, it was decided to present the accessory dwelling unit and corner lot duplex regulations at the next meeting. She also stated we might tentatively have a workshop session to discuss the RV Park. Stacey will be requested additional information from the property owner.

Next meeting will be February 19, 2019.

ADJOURNMENT:

Meeting adjourned at 7:27 p.m.

Kelly Niles
Planning Commission Chair

Attest by:

Helen K Johnson
Planning Administrative Assistant