

**COLUMBIA CITY PLANNING COMMISSION
SPECIAL MEETING / WOSKSHOP SESSION**
1840 SECOND STREET
MAY 13, 2024 - 6:30 P.M.

PLANNING

COMMISSIONERS:

Barbara Gordon, Chair
Bill Amos, Vice-Chair
Coralee Aho
Doug Calkins
John Hansen
Mark Stevens
Chris Thurman

*Denotes Commissioner absent

STAFF:

Lauren Scott, City Planner
Helen Johnson, Planning Administrative Assistant

OTHERS:

None

MEETING TO ORDER:

Chair Barbara called the meeting to order at 6:34 p.m.

APPROVAL OF MINUTES:

IT WAS MOVED (BILL) AND SECONDED (JOHN) TO APPROVE THE MINUTES OF THE JANUARY 30, 2024 MEETING. MOTION CARRIED UNANIMOUSLY.

CITIZEN INPUT AND REQUESTS:

None.

PUBLIC HEARING:

None.

UNFINISHED BUSINESS/WORKSHOP SESSION:

Discussion started on page 12 of Lauren's memo dated 12/14/2023 of proposed revisions to the Columbia City Development Code regarding Site Development Review Chapter. Lauren explained this area of code has requirements that are not clear and objective and we need to determine what areas are important to regulate and how to make the standards clear and objective. She stated Helen distributed to Commissioners information about lighting/dark sky for review, she mentioned it sounds like we want to look at considering them for more than just larger developments.

Staff and Commissioners discussed at length the potential changes to the Site Development Review Chapter.

Commissioners agreed to increase the variance percentage under the Variance Chapter for minor variances from ten (10) to twenty (20) percent.

Adjustments to the Annexation Chapter were needed based on changes to ORS 222.

Some adjustments were made to the Property Line Adjustments Chapter to clarify there is only one application process and the steps that are involved with the final plan.

In the Subdivision Chapter of the code the timeline for final submittal of final plat was extended from one (1) year to two (2) years.

In the three (3) different procedures for decision-making chapters there was reference to fees waivers for neighborhood planning organizations (NPO) and the City doesn't currently have any NPO's, so these will be removed.

Under the Decision-Making, Quasi-Judicial chapter, the extension of time applications will be approved by the Planning Director and/or their designee instead of the Planning Commission.

The Commissioners and Staff had some additional discussions regarding the dark sky guidelines.

NEW BUSINESS:

Next meeting will be a special meeting on Thursday, May 16, 2024 at 6:30 p.m. to discuss the Home Occupation Type II. Helen explained the applicant will participate by conference call and it was agreed Lauren would also be able participate by conference call.

ADJOURNMENT:

Meeting adjourned at 8:34 p.m.

Barbara Gordon
Planning Commission Chair

Attest by:

Helen K Johnson
Planning Administrative Assistant