

# PLANNING COMMISSION MINUTES

City of Molalla **Planning Department**  
December 9, 2010

## Call to Order

Chairperson Dick Miller called the meeting to order of the Planning Commission at 7:00pm on December 9, 2010 at Molalla City Hall.

## Roll Call

### Planning Commissioners:

- Chairperson Dick Miller
- Commissioner Bob Trexler
- Commissioner Jerome Beattie
- Secretary Bill Hood
- Vice Chairperson Roger Gates
- Commissioner Mary Lynn Jacob
- Commissioner Melanie Maben
- Commissioner Scott Benthin (Ex-Officio)

### Absent

- Commissioner Christine Dublin (medical leave), Ex-Officio

## Staff

Shane Potter Planning Director

## Approval of Prior Minutes

None this was for a public hearing only.

## Public Comment

None

## Public Hearings

### **Open the Hearing:**

The public hearing on file SR 2010-1 was opened by Chairperson Dick Miller at 7:35pm at the Molalla City Hall Conference Room.

**Rules:**

Chairperson Dick Miller read the rules of the hearing.

**Staff Report:**

PD Potter presented the staff report.

**Questions by Planning Commission of Staff:**

Commissioner Roger Gates

- Asked about size adequacy for piping. Staff informed him that no demands on the water or sewer system would occur as a result of this approval.
- Asked who took the building down. The applicant responded that they had removed the building over a year ago.

Commissioner Melanie Maben

- Wanted to ensure that they provide a lighting plan. Staff informed the Planning Commission that this was a condition of approval that would be reviewed.
- How many bus shelters? The applicant's responded that there will be one as shown in the plans.

Commissioner Scott Benthin

- Was concerned about the lack of fencing to the east of the property. Staff stated that this was a condition of approval that would be required in order to comply with the code requirements.

Commissioner Jerome Beattie

- Concerned about storm but heard tonight from the engineer who stated that it would be addressed.
- Where does Creamery Creek go? Staff illustrated the location of Creamery Creek throughout the City.

Commissioner Dick Miller

- Concerned with headlight glare. Staff informed them of the conditions of approval for a site obscuring fence which would address this concern.
- What is walkway through the detention area. The applicant explained that this is a walkway across the detention collection system and will not impede the system. Acts as a pedestrian way break for this area.
- Are the sidewalks raised. The applicant informed them that the sidewalks would definitely be raised except where they cross an automobile area.
- Is there electric and gas in the area to service a future building. Staff informed them that there was gas and electric in the area that could service the future building.

**Applicant:**

Brian Lee

Pace Engineering

5000 Meadows Ste 345

Lake Oswego, OR

Informed the Commission that SCTD received a federal grant for this project. Had to phase the project in order to use this grant. Went on to say that phase II would likely include the building that

shows on the plans as a future proposed building site and understands that they will need to undergo another land use review at that time.

Storm water will be collected and ran through bio swales then put into the wetland area as required by state rules and regulations. Discharge will occur at the qualified rate. They chose not to go into the ODOT right-of-way due to the cost of the study that would be required.

Wanted to ensure that condition number 2 of the report will occur at a future date.

He informed the group that they will provide garbage service in order to keep this place clean and it will be located somewhere close to the proposed shelter location.

A detailed landscape plan will occur at a later date due to the youth being involved in this project.

A lighting plan will provide adequate size and intensity to ensure proper coverage.

They agree with the issues on the east property line and will install a wood fence along this section.

**Person(s) in Favor of Application:**

None

**Person(s) Opposed to the Application:**

None

**Rebuttal by Applicant:**

None

**Public Hearing Closed:**

Commissioner Scott Benthin

- Phase I has no building at this time? Staff stated that was correct that was placed there to show its location at a future date. To protect the building he proposed that they wrap a curb around the gravel area.

Commissioner Melanie Maben

- Asked what the hours of operation would be. Applicant responded that they would pick up starting at 5am and drop off at 8:30pm.

Chairperson Dick Miller

- Asked how bus rotation and drop off would occur. Applicant explained how this would happen by dropping off next to the proposed building and having enough room to drive back to the bus parking area back up and turn around.

**Questions of Staff, if any, by the Planning Commission:**

None

**Discussion and Deliberation by the Planning Commission:**

The Planning Commission voted all in favor to approve this application.

VOTE:

Commissioner Mary Lynn Jacob - First

Commissioner Melanie Maben - Seconded

All Planning Commissioners present were in favor of the recommendation

Old Business

NONE

New Business

The Planning Commission requested that the Planning Director provide each of them with a list of names and phone numbers of other Planning Commissioners.

Upcoming Meetings

The board stated that they would not hold a meeting until the new year and would leave it up to the Planning Director to set with a vote by email for the best date.

To Do Items

- Create a list to provide to all the Planning Commissioners on contact information for one another.
- The group would like to begin looking at a process to select businesses for an award similar to that of Yard of the Month but with redevelopment or development in mind.
- The group would also like to look at award criteria for new development that matches what the city is trying to achieve.
- Provide training on handouts from meeting regarding proper procedures by Planning Commissioners.
- Further discussion on Strategic Plan information.

Adjournment

Chairperson Miller adjourned the meeting at 8.26pm