

REGULAR PLANNING COMMISSION MEETING MINUTES

Monday, April 4, 2022 - 6:44 p.m.

Community Hall, Garibaldi City Hall, 107 6th Street, Garibaldi, OR 97118 and via Zoom

I. CALL TO ORDER/ PLEDGE OF ALLEGIANCE

Chair Nathan Findling called the Planning Commission Meeting to order at 6:33 p.m. Present were Commissioners Nathan Findling, Carolee North, Judith Parker (Zoom, logged on late), and Norman Shattuck, as well as City Manager Juliet Hyams, AA2 Kylie Poklikuha and David Laine, and Mike Anderson.

II. CONSENT CALENDAR

- A. Approval of Minutes: February 7, 2022 Planning Commission Regular Meeting
- B. Approval of Minutes: March 7, 2022 Planning Commission Public Hearing
- C. Approval of Minutes: March 15, 2022 Planning Commission Pubic Hearing Continuation

Motion by Chair Findling to approve the consent calendar. Seconded Cm Shattuck. All for the vote, 3-0. Cm North was recused. Motion Passed.

III. PUBLIC HEARING: None

IV. PUBLIC COMMENT

David Laine, 305 Fir Avenue - Discussion on creek names mentioned in the Daniels' project, water rights, and history on several creeks.

V. PRESENTATIONS: None

VI. CORRESPONDENCE: None

VII. OLD BUSINESS:

A. State Transportation & Growth Management grant: comp plan update

City Manager Juliet Hyams provided an update on the grant, noting that it was submitted on the deadline, March 31st, and she expects a call to discuss it in May. The grant ask was for \$100,000 and that amount can be adjusted at a later date. The grant will be awarded in late September and work is required to be completed by December 2025.

B. ODOT webinar & discussion with Senior Region Planner Ken Shonkwiler

Discussion on looking into increasing the number of crosswalks on Highway 101 due to the increase in population from another apartment complex being built and the increase in population density at the south end of Garibaldi. It was noted that ODOT is short staffed so they are anticipating a start date on the Highway 101 project in 2023.

Discussion on public works repainting current crosswalks with reflective paint.

VIII. NEW BUSINESS:

A. Implement Design Review

Mike Anderson, former chair of the City of Wheeler Planning Commission, discussed Wheeler's design review that was started in 1979 and last amended in 2007. He noted that all commercial properties are subject to design review by the planning commission. He went over the 10 site design items, which included trees, plants, parking, and screening outdoor storage areas. There are 11 items looked at for building design including architectural style, use of natural wood siding, earth tone paint colors, and the relationship of the surroundings.

Anderson then went over how the Wheeler Planning Commission makes legislative changes to the design review document; the Chair takes the changes to council as a concept to be approved. Then the Planning Commission moves forward to make the changes, then those changes go to the Department of Land Conservation and Development 30 days before a public hearing. Then it goes to the city council for approval. Anderson recommended having different design review conditions for industrial businesses as they found it was not practical to apply.

Discussion on questioning other cities that have design review and how they enforce it. Wheeler has a council member who does the preliminary investigation and takes it to council for enforcement. Anderson noted that Tillamook County is aware of the conditions and will not issue occupancy until the city notifies the county that all conditions are met. It was also noted that the design review will only be for new development, not anything approved before design review has been implemented.

Motion by Cm North to request City Council approve our request to begin writing legislation implementing Design Review. Seconded Cm Shattuck. All for the vote 4-0. Motion Passed.

B. Implement Vision Plan

Commission decided Vision Plan is part of updating the Comp Plan.

C. Restrict hearing presentations to ~30 minutes

Discussion on implementing a 30-minute restriction on applicants' presentation. Consensus decision by commission to update the wording at the next workshop.

D. Improve mapping & plan requirements

Discussion on map requirements for applicants and the need to bring in the city planner to discuss the topic. Cm Parker will look into it further.

E. Update scripts

Consensus decision by commission to have Chair Findling update the public hearing scripts. Findling will provide draft to commissioners.

F. Short-term rentals

Consensus on analyzing short term rental deeper.

G. Balance timeframes for appeal period and notification of relevant parties.

Discussion on the current Garibaldi municipal code which has the appeal period at 10 calendar days but the requirement time to notify relevant parties is at 5 working days.

Motion by Chair Findling for fourteen days for the appeal period and seven to notify relevant parties. Both would be calendar days. Seconded Cm Shattuck. All for the vote 4-0. Motion Passed.

Motion by Chair Findling if the either the appeal period or the notification period ends on a bank holiday, then either period gets an extra day. Seconded Cm North. All for the vote 4-0. Motion Passed.

H. Garibaldi.gov email addresses for PC

Chair Findling discussed upcoming changes to commission emails and the process to get approved for .gov emails. Discussion on the benefits of having city emails.

IX. COMMISSIONER REPORTS:

Commissioner Parker - Should be in town soon to meet with commissioners in person.

Commissioners North - None.

Commissioners Shattuck - None.

Chair Findling - Provided an update on the city tourism website.

X. ADJOURNMENT

Chair Findling adjourned the meeting at 8:22 p.m.

Nathan Findling, Planning Commission Chair

ATTEST:

Juliet Hyams, City Manager