# UMATILLA PLANNING COMMISSION MEETING AGENDA MINUTES

**COUNCIL CHAMBERS MARCH 23, 2021**

# 6:30 PM

## CALL TO ORDER & ROLL CALL

Meeting called to order at 6:40 p.m.

* 1. **Present**: Commissioners; Boyd Sharp, Kelly Nobles, Bruce McLane, Jennifer Cooper, Hilda Martinez, Keith Morgan, Heidi Sipe
  2. **Absent**:
  3. **Late arrival:**
  4. **Staff present:** Community Development Director, Brandon Seitz and Associate Planner, Jacob Foutz.

1. **PLEDGE OF ALLEGIANCE**

## APPROVAL OF MINUTES

* 1. [February 23, 2021](https://d2kbkoa27fdvtw.cloudfront.net/umatilla-city/291003a6b736c10bea28c5b25766a7ef0.pdf) Minutes

Chair Sharp asked for a more detailed report from the City Managers report.

Motion to approve by Commissioner Morgan, seconded by Commissioner McLane. Motion Carries 6-0.

## UNFINISHED BUSINESS

1. **NEW BUSINESS**
   1. [Powerline Storage Conditional Use (CU-2-21) & Site Plan (SP-2-21)](https://d2kbkoa27fdvtw.cloudfront.net/umatilla-city/0df53e67b5fabb3b10ce93ff42d0a3000.pdf) *Suggested Action: The applicant, Powerline Storage, is requesting approval of a conditional use and site plan approval to expand and bring into compliance an existing self-storage facility. The applicant will do this in phases. This application is for the approval of the Conditional Use as well as the Site Plan Review of Phase 1. There will be three buildings in Phase One. Two of the buildings will be approximately 30 feet wide and 200 feet long consisting of 37 units and an office in one building and 48 units in the second building. The third building will sit on the southeast corner of the property with dimensions of approximately 30 feet by 50 feet for a shop area.*

Chair Sharp opened the hearing and read into the record the Public Hearing Opening Statement.

Chair Sharp asked if there was any conflicts or objections.

Commissioner Morgan explained that he was the applicant

Chair Sharp asked Commissioner Morgan to step down

Commissioner Morgan stepped down

Chair Sharp asked for the Staff Report

Planner Foutz explained: a previous application was submitted in 2013, by a previous applicant/owner, permission was received with conditions of approval, the conditions of approval were not followed and the property fell out of good standing with the City. The facility was never recognized as a legitimate business by the City of Umatilla. The applicant purchased the property with the intent to bring the property into compliance and expand the use. The applicant is proposing to complete this project in 3 phases. The first phase is a part as this application and future phases will be approved by site plan review by staff. The applicant will be required to improve their portion of Powerline Road to a full city standard.

Chair Sharp clarified that the subsequent phases will be processed by staff and not the Planning Commission.

Planner Foutz confirmed.

Chair Sharp asked for any testimony from the applicant.

Keith Morgan of Powerline Storage at 85 Truman Avenue, Umatilla OR 97882

Mr. Morgan explained he will put in two buildings that will add 104 units in the first phase and then another 104 units in the second phase for a total of 208 units added in the first two phases. Future expansion will be dependent on the success of the first two phases.

Commissioner Martinez asked if the whole thing will be paved on the inside as well.

Mr. Morgan confirmed it will be paved as the phases go in.

Chair Sharp asked what would happen if after phases 1 the applicant chooses to not continue in the phasing.

Mr. Morgan stated that he was “dead set” on going through on phases two and three.

Chair Sharp explained that the conditions of approval will apply through the entirety of the phases.

Mr. Morgan agreed.

Chair Sharp asked for any testimony from the audience. No other audience was present.

Chair Sharp called for a motion to close the hearing of CU-2-21 & SP-2-21. Motion to close by Commissioner Nobles. Seconded by Commissioner Cooper. Motion Carried 6-0.

Chair Sharp asked for any question or discussion among commission members. None.

Chair Sharp called for a motion to approve CU-2-21 & SP-2-21. Motion to approve by Commissioner McLane. Seconded by Commissioner Martinez. Motion Carried 6-0.

Commissioner Morgan returned to the stand.

* 1. [Nobles RV Park Conditional Use CU-3-21](https://d2kbkoa27fdvtw.cloudfront.net/umatilla-city/f528b7e2d6781326183f7819df46cfb60.pdf) *Suggested Action:*

The applicant, Kelly Nobles, requests approval to develop a 60 site RV park. The subject property is generally located between I and L Streets north of Fifth Street and the rail spur. It worth noting that a similar application had previously received approval in 2018 but that approval expired after one year. Although similar, this application will be processed as a new and separate application.

Chair Sharp opened the hearing and stated that no change to the attendance has occurred since the first reading of the Public Hearing Opening Statement.

Chair Sharp asked if there was any conflicts or objections.

Commissioner Nobles stated that he was the applicant.

Chair Sharp asked Commissioner Nobles to step down.

Commissioner Nobles stepped down.

Chair Sharp asked for the staff report

Planner Foutz explained that a similar application was processed in 2018 by the City of Umatilla Planning Commission. Although similar, these applications are separate and have been treated as such. The applicant has been working with SHPO to ensure the correct steps are taken for this project. The subject property is within a known historic site. Coordination with the correct governing authority of historic sites is required of the applicant. The RV Park is expected to meet City RV Park standards. Any standards that were not met on the site plan were required as conditions of approval. This application is being processed as just a Conditional use and a Site plan review is not included. Any site plan review will be processed by City staff. Access to the site will be by old City of Umatilla Right of Way as well as US Corp of Engineers property.

Director Seitz stated that the applicant has been very good at keeping communication open and working with the required agencies.

Director Seitz clarified that any new cultural discovery could change the use of the site.

Chair Sharp asked for any questions of the Staff.

Commissioner Morgan asked if this was a RV park or a trailer park

Planner Foutz explained it is a RV park.

Chair Sharp clarified that the conditional uses found in the report are also found in the conditional use list.

Planner Foutz confirmed that they were.

Chair Sharp asked why we do not have it as a requirement to have a cultural resource monitor during all construction of the RV park, as requested by CTUIR.

Planner Foutz explained that we do not have the authority to require that on private property.

Director Seitz explained we do not enforce CTUIR law we can only enforce the laws and code that we have on our books or that which SHPO requires as they are the governing authority.

Commissioner Sipe asked if people could hop spots within the park or would they have to leave the park.

Director Seitz explained they would have to leave the park.

Commissioner Morgan asked if this was setting a precedence for more development down the line in this area.

Director Seitz explained that it could but was far from a guarantee.

Chair Sharp asked for any testimony from the applicant.

Kelly Nobles of KC Enterprises at 1050 Stephens, Umatilla OR 97882

Mr. Nobles explained that he has approval from CTUIR and SHPO and has hired who they said.

Mr. Nobles summarized the time from the first application to the present application.

Mr. Nobles explained that he received adjustments to the conditions of approval on the last application and hopes to receive the same ones for this application.

The applicant explained that he does not want to pave the access he currently has and wants to pave once the 5th street rail spur is moved and then gain access from there. In addition, he requested that the landscaping standards be waved, along with the 90-day limit at the park.

Chair Sharp asked for clarification on what Mr. Nobles was proposing instead of the 90-day limit.

Mr. Nobles stated he would like to have 1 year.

Chair Sharp asked for the staff’s response.

Director Seitz stated that a variance would be needed to make any changes. Changing standards via conditions of approval is illegal, and is an exception not a variance.

Director Seitz recommended that the application be approved and a variance be brought before the Commission for the Site Plan Review.

Chair Sharp asked for the applicant’s rebuttal

Mr. Nobles explained the RV Park at the marina is not a good comparison to his. And that landscaping would be on the Railroad ROW.

Chair Sharp called for a motion to close the hearing of CU-3-21. Motion to close by Commissioner Morgan. Seconded by Commissioner Sipe. Motion Carried 6-0.

Chair Sharp asked for any question or discussion among commission members.

Commissioner McLane thanked the applicant for the perseverance on this.

Commissioner Morgan stated he is in favor of graveling the park and allowing the year stay limit. He feels that a variance is just kicking the can down the road.

Chair Sharp called for a motion to approve CU-3-21. Motion to approve by Commissioner Sipe. Seconded by Commissioner McLane. Motion Carried 6-0.

Commissioner Nobles returned to the stand.

* 1. [Fastmart Umatilla Inc Conditional Use (CU-4-21) & Site Plan (SP-3-21)](https://d2kbkoa27fdvtw.cloudfront.net/umatilla-city/6bcfb686ed67b98596793c7df2294a050.pdf) *Suggested Action:*

The applicant, Fast Mart Umatilla Inc., requests approval to establish a Convenience Store in the Downtown Commercial Zone. The applicant has completed a Replat for these two tax lots in January of 2021.

Chair Sharp opened the hearing and stated that no change to the attendance has occurred since the first reading of the Public Hearing Opening Statement.

Chair Sharp asked if there was any conflicts or objections. None

Chair Sharp asked for the staff report

Planner Foutz went over the staff report and explained standards that were not addressed in the site plan were added to the conditions of approval.

Commissioner Morgan asked if they were closing off the 6th street access.

Planner Foutz responded that they were not and that the entrance on 6th will remain the primary access.

Chair Sharp asked how the new entrance would work with the sloping parking lot.

Director Seitz explained the building department will ensure it is ADA accessible.

Chair Sharp clarified that a pharmacy is allowed outright in the zone.

Planner Foutz confirmed.

Chair Sharp called for a motion to close the hearing of CU-4-21 & SP-3-21. Motion to close by Commissioner Nobles. Seconded by Commissioner Morgan. Motion Carried 6-0.

Chair Sharp called for a motion to approve CU-4-21 & SP-3-21. Motion to approve by Commissioner McLane. Seconded by Commissioner Cooper. Motion Carried 6-0.

## DISCUSSION ITEMS

1. **INFORMATIONAL ITEMS**
   1. [Community Development Director Check In](https://d2kbkoa27fdvtw.cloudfront.net/umatilla-city/509491da6c3ae12f82bf79d6fcfbe5280.pdf) *Suggested Action: An update on things happening within the City of Umatilla*

Director Seitz explained that he will use this time in the future but has nothing for now.

## ADJOURNMENT

Meeting Adjourned 8:01pm

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