

CITY OF MILTON-FREEWATER
PLANNING COMMISSION MINUTES
November 4, 2019

The Planning Commission of the City of Milton-Freewater met for an informal pre-meeting study session at 6:30 pm on November 4, 2019 for the purpose of discussing questions on agenda items.

Those present were Commissioners Myra Sherwin, Carlotta Richardson, Wes Koklich, Lupe Contreras, and Frank Millar.

Staff present included City Planner Laurel Sweeney and Planning Assistant Cassidy Harris.

No Citizens were present.

No members of the press were present.

No action was taken.

The study session adjourned at 6:59 pm.

The Planning Commission meeting was called to order on Monday, November 4, 2019, in the Albee Room of the City Library, 8 SW 8th Avenue Milton-Freewater, OR 97862 at 7:00 p.m. by Commissioner Richardson. Carlotta Richardson was acting Chair because Chair Lyon wasn't in attendance.

Commissioners Present: Commissioners Myra Sherwin, Carlotta Richardson, Wes Koklich, Lupe Contreras, and Frank Millar were present. Chair Lyon and Commissioner Ward were absent with an excused absence.

Staff Present: City Planner Laurel Sweeney and Planning Assistant Cassidy Harris.

Citizens Present: None

The minutes of the August 5, 2019 meeting were approved as written.

Citizen Concerns: None shared.

The hearing was then opened for the consideration of the request from Donald Evans for a Comprehensive Plan Map change for 1.12 acres, located on Ward and NE 8th from Residential to Commercial.

Rules for a public hearing were read. No members of the Commission abstained or disclosed ex parte contact. No audience member objected to any commissioners' rights to participate in the public hearing. City Planner Laurel Sweeney stated that the notice of the hearing was published as required by law. One written comment, that was submitted on November 1st, 2019, was provided to the Commission that pertained to both public hearings, regarding the Comprehensive Plan Map change and the Zoning Map change.

City Planner Laurel Sweeney stated that there are still some outstanding issues and additional information needs to be provided by the applicant to fully prepare a staff report. By the next Planning Commission meeting on December 2nd, the information will be provided for consideration.

STAFF RECOMMENDATION

Staff recommends a continuation of the public hearing to the Planning Commission's regular meeting on December 2, 2019.

Commissioner Richardson asked if the commissioners had any questions. The commissioners did not have any questions.

Commissioner Richardson made a motion to continue the hearing to December 2nd, 2019. The motion was seconded by Commissioner Sherwin and all commissioners voted in favor. Motion carried 5-0.

The Public Hearing was then opened for consideration of the request from Donald Evans for a Zoning Map change from R-3 to C-2 for 1.12 acres located on Ward and NE 8th.

The rules for a public hearing remained the same as for the last hearing. No members of the commission abstained or disclosed ex parte contact. City Planner Laurel Sweeney stated that the notice of Zoning Map change was published as required by law. One written comment that was referenced above was received by the Planning office on November 1st, 2019, and was distributed to the Planning Commissioners.

City Planner Laurel Sweeney stated that there are still some outstanding issues and additional information that needs to be provided by the applicant to fully prepare a staff report. By the next Planning Commission meeting on December 2nd, the information will be provided for consideration.

STAFF RECOMMENDATION

Staff recommends a continuation of the public hearing to the Planning Commission's regular meeting on December 2, 2019.

Commissioner Richardson asked if the commissioners had any questions.

Commissioner Sherwin made a motion to continue the public hearing to the Planning Commission's regular meeting on December 2, 2019. The motion was seconded by Commissioner Millar and all commissioners voted in favor. Motion carried 5-0.

Commissioner Sherwin asked if the applicant, Donald Evans who resides out of state, would be present at the next Planning Commission meeting and City Planner Laurel Sweeney informed the Commission that she was unsure if he would be able to attend. She also informed the Commission that it is not a requirement for the applicant to be present. Commissioner Richardson asked if there will be someone able to speak for the applicant during the next meeting. Ms. Sweeney stated that she would contact the applicant to see if there is someone local that can speak for him, but she stated that there very well might not be. Commissioner Koklich then asked if there are questions for the applicant, how the Commission would be able to ask the applicant questions. Ms. Sweeney suggested that a phone line be available for the applicant to answer questions or the Commission could ask questions regarding the application and those could be passed along to Mr. Evans. She then stated with that option, the meeting could be continued to a date certain for the retrieval of answers from Mr. Evans. Skype was also suggested as another option.

City Planner Sweeny presented the Administrative Actions of the Planning Department. Ms. Sweeney stated that most of the actions are fences and sheds with a few new houses being built. She added that there is a builder who has had great success in Brayburn Addition. He has bought several lots and has built houses on them. She stated that the builder is selling these houses before they are even built. Ms. Sweeney thanked the Commission for attending the meeting.

The meeting was adjourned at 7:07pm.