

**PLANNING COMMISSION MEETING
REGULAR MEETING
Thursday June 17, 2010
City Council Chambers, 1001 Bridge Street, Vernonia, OR 97064**

MINUTES

Call to Order: Dan Brown, Chairman called the meeting to order at 7:03 pm

Planning Commission Present: Dan Brown, Sharon Parrow Nancy Dailey, Don Wallace, Grant Williams, James Baraibar and Alan MacComb absent excused.

Staff Present: Carole Connell, City Planner; Joann Glass, Secretary

Additions or Corrections to the Agenda

Sharon Parrow moved to accept the agenda as written. The motion was seconded by Nancy Dailey. Motion passed.

Topics from the Floor

Willow Burch, representing the Downtown Association Committee, said a parking committee has been formed to look at the options on parking and see what has been done and understand what needs to be done.

Consent Agenda

1. Minutes from June 3, 2010

Grant Williams moved to accept the June 3, 2010 minutes as written. The motion was seconded by James Baraibar. Motion passed.

Unfinished Business

1. Draft Sign Code.

Carole went over, with the Commissioners, the changes to the 02-25-10 Draft of the Sign Code. It was decided:

- a. Take out the word theme and use the word design
- b. Signs shall not exceed three (3) feet per sign and two such signs is permitted per building. (not one sign)
- c. Permit the use of portable signs in all the zone districts
- d. Approval by ODOT and property owner for Off-Site Signs
- e. Way-find signs need to be a maximum of 6" x 30"
- f. Take out that City Manager or Mayor approve signage variances.
- g. Low voltage only for internally lit signs
- h. City Planner will look for ways to define acceptable internally illuminated signs

Carole, City Planner, will redo the sign ordinance with the changes and at the July 1, 2010 meeting the Commissioners can recommend to Council their preferred draft for adoption.

2. Parking Plan Update

Sharon Parrow asked the question as to why there was a need for a parking plan, particularly now with all the other tasks to do.

Dan Brown explained that studies have shown the need for businesses to have a parking plan.

The Downtown Association Committee asked that they be able to see the parking plan study that was done and that they be able to have input on the decision. The Commission agreed and expressed appreciation for help.

3. 1997 Strategic Plan

Dan gave an overview of the joint meeting with City Council and the various City Committees held on June 15, 2010. The recommendation was that a new task force be created with two members from each committee meet, review and recommend the updates to the Strategic Plan. The two Planning Commissioners on the committee will be Nancy Dailey and Sharon Parrow.

New Business

1. New FEMA regulations

Carole said that new FEMA regulations require that the City be in compliance by November 1 of recently adopted national flood protection standards. Ordinance amendments will require review and hearings by the Commission this fall. Dan said there is also a compliance timing issue for all the property owners that have been affected by the floods from 1996 until now.

Correspondence

No correspondence for this meeting

City Planner Report

1. Administrative Decisions: Willard Lot line Adjustment approved
Webb (School) Lot Line Adjustment pending
C. Mitchell sidewalk improvements will likely require a Waiver of Remonstrance.
Curl Minor Land Partition – A Waiver of Remonstrance is slowly being negotiated for his series of partitions.

2. New Land Use Application Forms

There are all new updated forms for the various permits that reflect the recently adopted Title 9 provisions.

Commissioner Reports

No reports from Commissioners

Commissioners agreed:

- a. Cancel the August 5th meeting due to Jamboree
- b. Send the Sign Code recommendations to Council for the July 19th meeting

Adjournment: The Planning Commission adjourned the June 17, 2010 meeting at 9:15 pm

Planning Commission approved the June 17, 2010 minutes July 1, 2010