



CITY of THE DALLES

313 COURT STREET
THE DALLES, OREGON 97058

(541) 296-5481 ext. 1125
FAX: (541) 298-5490

Community Development Dept.

AGENDA CITY OF THE DALLES PLANNING COMMISSION

CITY HALL COUNCIL CHAMBERS
313 COURT SREET
THE DALLES, OREGON 97058
CONDUCTED IN A HANDICAP ACCESSIBLE MEETING ROOM

THURSDAY, FEBRUARY 16, 2012

6:00 PM

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Approval of Minutes: February 2, 2012
- V. Public Comment (Items not on the Agenda)
- VI. **Quasi-Judicial Public Hearings**
 - A. **APPLICATION NUMBER: CUP 135-05; Greg and Molly Ott**; Continuance of Public Hearing on the request for a modification of Conditional Use Permit #135-05 for expanded hours of operation and for expanded scope of operation. The property is located at 401 E. 10th Street, The Dalles, Oregon, and is further described as Township 1 North, Range 13 East, Map 3 CB, tax lot 7600.
 - B. **APPLICATION NUMBER: VAR 118-12, Mid-Columbia Medical Center**; Request for approval to obtain additional signage that exceeds the code limitation. The property is located at 1935 East 19th Street, The Dalles, Oregon, and is further described as Township 1 North, Range 13 East, Map 11BA, tax lots 4800, 4900, and 5000.
- VII. Resolutions
 - P.C. Resolution 116-12, Ott, Conditional Use Permit
 - P.C. Resolution 118-12, Mid-Columbia Medical Center, Variance
- VIII. Staff Comments
 - Sign Code amendment advisory committee representatives
- IX. Commissioner Comments/Questions
- X. Next scheduled meeting date: March 1, 2012
- XI. Adjournment

CITY OF THE DALLES PLANNING COMMISSION MINUTES

Thursday, February 2, 2012

City Hall Council Chambers

313 Court Street

The Dalles, OR 97058

Conducted in a handicap accessible room

CALL TO ORDER:

Chair Lavier called the meeting to order at 6:00 PM.

BOARD MEMBERS PRESENT:

Bruce Lavier, Ron Ahlberg, Dennis Whitehouse, Mark Poppoff, Chris Zukin, John Nelson, Nan Wimmers

BOARD MEMBERS ABSENT: None

STAFF MEMBERS PRESENT:

City Attorney Gene Parker, Senior Planner Richard Gassman, Administrative Secretary Carole Trautman

APPROVAL OF AGENDA:

Senior Planner Gassman stated that not all parties of interest were notified of the public hearing for CUP #135-05. Gassman recommended this agenda item be postponed to the February 16, 2012 meeting.

APPROVAL OF MINUTES:

Chair Lavier asked if there were any additions, corrections or deletions to the December 15, 2011 minutes. The motion was made by Ahlberg and seconded by Zukin to approve the minutes as submitted. The motion carried; Lavier, Ahlberg, Whitehouse, Poppoff, Zukin, and Nelson approved, Wimmers abstained.

PUBLIC COMMENT:

None

PUBLIC HEARINGS:

Application CUP 135-05, Greg and Molly Ott; Continuance of Public Hearing on the request for a modification of Conditional Use Permit #135-05 for expanded hours of operation and for expanded scope of operation. The property is located at 401 E. 10th Street, The Dalles, Oregon, and is further described as Township 1 North, Range 13E, Map 3 CB, tax lot 7600.

Chair Lavier opened the public hearing at 6:03 PM.

The motion was made by Whitehouse and seconded by Wimmers to postpone the public hearing portion of this meeting to February 16, 2012. The motion carried unanimously.

Application ADJ 12-013, Joe and Sharon Stewart; Request to add an addition to connect an existing house with an existing detached garage located three feet from a side property line, closer than the required five foot side yard setback. The property is located at 1822 E. 9th Street, The Dalles, Oregon,

and is further described as Township 1 North, Range 13 East, Map 2 CA, tax lot 3700. Property is zoned "RH" – High Density Residential District.

Chair Lavier asked the Commissioners if anyone had any ex parte contact, conflicts of interest or bias that would prevent them from rendering an impartial decision to this application. None were noted.

Chair Lavier opened the public hearing at 6:07 PM.

Senior Planner Gassman highlighted the staff report. Gassman explained that, based upon the sequence of events and the building placement on the lot, staff recommended approval with two conditions: 1) that the driveway be brought up to standards prior to the issuance of a building permit; and 2) the garage cannot be converted to living space without approval of the Planning Commission. Gassman stated there were no comments or questions regarding the application.

Commissioner Poppoff pointed out that the State Building Codes Agency requires a 3.5 foot setback for fire code standards. Gassman stated the applicant will submit plans to the building codes agency and such issues would be addressed at that time.

Commissioner Ahlberg asked if this was an attempt to avert the codes by building the garage first then requesting a connecting add-on to the living quarters. Gassman answered that it would make Staff's recommendation for approval easier; however, costs for filing fees and contractor's work probably would not make this kind of request efficient nor cost effective. Gassman also stated that the applicant would have been required to request a variance if the applicant had asked for an addition and garage at the same time.

PROPONENT

Joe Stewart, 2400 Fairview Street, The Dalles, Oregon stated that Commissioner Ahlberg's question was a legitimate question. Stewart explained that the person living at the residence was a contractor. The former garage needed to be torn down, and the tenant applied for a permit to build a new garage. Stewart said that his understanding was that the tenant, who had lived there for 15 years, was going to eventually purchase the property, but due to unforeseen circumstances, the tenant was no longer living at the residence. Stewart's plan, he said, was to improve the property, connect the two buildings, and enhance its appearance. Stewart explained that the garage was not large enough to be a garage and living space. Stewart also said he would be willing to comply with the three conditions of approval.

Chair Lavier closed the public hearing at 6:23 PM.

The motion was made by Zukin and seconded by Wimmers that the Commission approve application ADJ #12-013 based on the findings of fact, to include staff's conditions of approval as stated in P.C. Resolution 517-12. The motion carried unanimously.

RESOLUTION

The motion was made by Zukin and seconded by Poppoff to approve P.C. Resolution 517-12 as submitted. The motion carried unanimously.

STAFF COMMENTS

Senior Planner Gassman asked the Commissioners to submit suggested LUDO amendments to him or other staff members. The list of LUDO amendments would be addressed as well as the Sign Code. Gassman advised that amendments to the Sign Code would be a lengthy process, and that he would like to have a representative from the Planning Commission on the advisory committee that would be formed to review the Sign Code. Chair Lavier recommended two Commissioners be on the committee, and he suggested Chris Zukin as one. Commissioner Poppoff volunteered to serve on the committee also. Commissioner Zukin recommended a representative from the sign industry be included on the committee. Senior Planner Gassman stated that the City Council will be forming the advisory committee.

City Attorney Parker stated that the City of Lake Oswego Sign Ordinance would be a good model for the City to look at for sign code review.

COMMISSIONER COMMENTS/QUESTIONS:

None

NEXT MEETING:

Next meeting: February 16, 2012

ADJOURNMENT:

The meeting was adjourned at 6:39 p.m.

Respectfully submitted by Carole J. Trautman, Administrative Secretary.

Bruce Lavier, Chairman


**CITY of THE DALLES**313 COURT STREET
THE DALLES, OREGON 97058

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Community Development Dept.

Memorandum

To: Planning Commission**CC:** Dan Durow**From:** Dick Gassman, Senior Planner **Date:** February 2, 2012**Re:** Ott/Riverenza CUP 135-05

At the December 15, 2011 Planning Commission meeting, the Commission held a public hearing to review a request by the Otts to modify the Conditional Use Permit for their facility at 401 East 10th Street, CUP 135-05.

After hearing the staff report, testimony from the applicant, and comments from interested parties, the Commission directed staff and the applicant to discuss the requested modifications and return to the Commission at a later date.

Staff examined the facility and noted there were several features which distinguish this property from other property in residential zones. Those features include: the building was built as a church and has been used in the past as church; the building is well suited for larger gatherings; the building was built in the early part of the 20th Century and can be considered an historic property; the property has an existing conditional use permit; as part of the CUP approval the applicant was allowed to serve food and beverages at events; and based on the CUP approval the applicant has made substantial improvements to the kitchen facilities.

The applicant and staff met, reviewed the history of the site and the CUP, and have agreed to recommend that the Commission approve the requested modification, based on the following conditions:

1. Any improvements must be completed in accordance with the Land Use and Development Ordinance, 98-1222, as amended.
2. Provide onsite supervision for events with 100 or more individuals.
3. Hours of operation for the coffee shop, open to the general public, is from 6 a.m. to 4 p.m. Monday through Friday, and from 7 a.m. to 4 p.m. on Saturday and Sunday.
4. Hours of operation for the event facility may go to 10 p.m. on Sunday through Thursday and to 11 p.m. on Friday and Saturday.
5. Require outside posting of contact number for complaints.

**City of The Dalles
Staff Report**

Variance 118-12

Mid-Columbia Medical Center

Prepared by: Dick Gassman, Senior Planner

Procedure Type: Quasi-Judicial

Hearing Date: February 16, 2012

Assessor's Map: Township 1 North, Range 13 East, Map 11BA, tax lots 4800, 4900, and 5000

Address: 1935 East 19th Street

Comprehensive Plan "RL" Low Density Residential with an "NC" Neighborhood Center Overlay

Zoning District: "RL" Low Density Residential with an "NC" Neighborhood Center Overlay

City Limits: Inside

Request: To obtain approval for additional signage that exceeds the code limitation.

BACKGROUND INFORMATION

The subject property is developed with a professional office building, that is partially occupied. There is one existing monument sign that was the subject of a variance request in January, 2011. That variance was approved. A copy of the resolution approving that request and a copy of the minutes of that meeting are attached. The applicant for this request is not the same applicant as for the first variance request.

The current variance request is to allow installation of two additional signs, one at either entrance to the parking area. The LUDO allows only flush mounted signs in the Neighborhood Commercial Zones for buildings that are set back less than 20 feet. See LUDO Section 13.040.020.

NOTIFICATION

Property owners within 300 feet, City Departments, franchise utilities, Mid-Columbia Fire & Rescue, Wasco County Health Department, and State Building Codes were mailed a notice on February 1, 2012, as required by 3.020.050 D.

COMMENTS

On February 6 a comment was received from Jeanene and Dick Stentz of 1901 Oakwood Drive. Their comment concerned lighting of a new sign and also complained about the existing lighting. **RESPONSE:** Illuminated lighting is not allowed in this zone. The recommended conditions of approval will include a provision emphasizing that illuminated lighting is not allowed. The complaint about the existing lighting has been referred to the enforcement officer for investigation.

RECOMMENDATION

Approval of a modified form of this variance application, with conditions.

A. LAND USE AND DEVELOPMENT ORDINANCE 98-1222

Section 3.010.040 Applications

B. Completeness.

FINDING #1: The application was found to be complete on January 13, 2012. The 120-day State mandated decision deadline is May 11, 2012. The hearing is within the required time line. Criterion met.

Section 3.020.050 Quasi-Judicial Actions

A. Decision types. 4. Variances:

FINDING #2: This application is for a Variance Section per section 3.070. Variances are processed as quasi-judicial hearings per section 3.070.020. B. Criterion met.

B. Staff Report. The Director shall prepare and sign a staff report for each quasi-judicial action, which identifies the criteria and standards applying to the application and summarizes the basic findings of fact. The staff report may also include a recommendation for approval with conditions, or denial.

FINDING #3: The staff report will detail criteria and standards relevant to a decision, all facts will be stated, and explanations given. This will be detailed through a series of findings directly related to relevant sections and subsections of the ordinance as they relate to this request. Criterion met.

C. Public Hearings. The quasi-judicial process requires a public hearing within 45 days from the date the application is deemed complete.

FINDING #4: The application was deemed complete on January 13, 2012. The 45 day period ends February 27, 2012. The public hearing is scheduled for February 16, 2012. Criterion met.

D. Notice of Hearing. At least 10 days before a scheduled quasi-judicial public hearing, notice of the hearing shall be mailed to:

1. The applicant and owners of property within 300 feet of the subject property. The list shall be compiled from the most recent property tax assessment roll.

2. Any affected governmental agency, department, or public district whose boundaries include the subject property.

3. Any neighborhood or community organization recognized by the Department and whose boundaries include the subject property.

FINDING #5. Appropriate mailings to property owners within 300 feet and notice to affected departments and agencies were made on February 1, 2012. Criterion met.

Section 3.070.020 Review Procedures

A. Applications. Variance applications shall be accompanied by at least 15 copies of the concept site plan, and a written statement which specifically addresses the review criteria.

FINDING #6: The required plans and written statement have been submitted. Criterion met.

Section 13.070.060 Variances and Appeals

A. The Planning Commission of the City of The Dalles shall act on all requests for variances and appeals of sign permit determination by the Director.

FINDING #7: The hearing on this variance application is being heard by the Planning Commission. Criterion met.

B. The Planning Commission shall conduct hearings for appeal and variance matters in the same manner and shall apply the same standards as are used for variance hearings conducted pursuant to this ordinance.

FINDING #8: The decision criteria shall be the same as for all variances as provided for in Section 3.070.030. Criterion met.

E. In exercising its appeal or variance authority, the commission may attach such conditions to either as it determines to be necessary to achieve the purposes stated in Section 13.010.010 of this Ordinance.

FINDING #9: The Commission may attach conditions based on the provisions of Section 13.010.010, a copy of which is attached. Criterion met.

Section 3.070.030 Review Criteria

A variance to the requirements of this Ordinance shall be granted only in the event that each of the following circumstances is found to exist:

A. The proposed variance will not be contrary to the purposes of this Ordinance, policies of the Comprehensive Plan, or any other applicable policies and standards adopted by the City.

FINDING #10: Section 13.030.010 N. has specific standards for directional and motor vehicle directional signs. These are included in the exempt sign provisions. If the signs meet the limitations of this section, they are exempt from the permit process, but must comply with other provisions of Chapter 13. In order to qualify as an exempt directional sign, the sign can be no more than 4 feet high and 8 feet in area with no more than one quarter of the sign used as a name or company logo. There is no limit on the number of directional signs. The signs applicant proposes come close to qualifying as directional signs, however they are slightly too large, slightly too tall, and use more of the sign area than is allowed for the business name.

Even if these signs were to qualify as directional signs, they would not be allowed unless the Commission found exception to the limitation for a maximum of one sign which was a condition of approval for Variance VAR 115-11 approved by the Planning Commission on January 20, 2011. If the signs qualified under the exempt sign provisions, they would only be exempt from the requirement that a permit be obtained. They are still signs and as such would need relief from the limitation imposed under VAR 115-11. Only the Commission has the authority to change its previous determination that only one sign is allowed.

Before we can make a finding that the variance is not contrary to any policy adopted by the City, the Commission would have to find exception to the condition of approval in VAR 115-11. Criterion pending.

B. Exceptional or extraordinary circumstances apply to the subject property which do not apply generally to other property in the same zone or vicinity. Such circumstances are a result of lot size or shape, topography, or circumstances over which the applicant has no control.

FINDING #11: There is nothing about this particular lot that causes exceptional or extraordinary circumstances, but the orientation of the building on the lot, and the limited access for the general public is somewhat unusual. As pointed out in the application, the main entrance is facing north, which is the back of the lot. There are two driveways, one east and one west of the building, which go to a parking lot that connects in the rear so it is possible to drive around the building. The only entrance to the building for the general public is in the rear.

The sign approved under VAR 115-11 indicates the name of the office building, but does not identify individual tenants, nor does it direct the traffic. There is no sign on the east side of the building either identifying the building, nor directing traffic into the parking area. Whether this creates the type of exceptional or extraordinary circumstances

required in the code is uncertain. However, it is only logical that some sign should be allowed on the east side. Criterion met.

C. The variance is necessary for the preservation of a property right of the applicant which is substantially the same as owners of other property the same zone or vicinity.

FINDING #12: Without the variance the applicant would not be able to have any additional signs, even those that are exempt from the requirements of a permit. Criterion met.

D. The conditions or circumstances justifying the variance have not been willfully or purposely self-imposed, and do not result from a violation of this Ordinance since its effective date.

FINDING #13: This is an existing situation, but the existing situation was caused by the applicant of VAR 115-11 advocating for only one sign. Allowing additional signage would not result in a violation. Criterion met.

E. The proposed variance will not substantially reduce the amount of privacy enjoyed by users of neighboring land uses if the variance were not allowed.

FINDING #14: The variance will not reduce privacy by neighboring users. Criterion met.

F. The proposed variance is the minimum variance which would alleviate the difficulty.

FINDING #15: The proposal anticipates two additional signs, one at each entrance to the parking lot. The minimum variance would be to allow one additional sign on the east side, as recommended in the conditions of approval. Criterion met.

RECOMMENDATION:

Approve the variance request, as modified in the recommended conditions of approval.

IF APPROVED, RECOMMENDED CONDITIONS OF APPROVAL:

1. The applicant is approved to add one sign on the east side of the building to help motorists and customers locate an entrance to the building and parking area.
2. The applicant will obtain a sign permit unless the actual proposal meets the definition of directional sign as found in LUDO Section 13.030.010.N.
3. The additional sign is restricted to either the same type and size as the existing monument sign, or the sign is restricted to 9 square feet in area and 5 feet in height, as shown in the application.
4. The sign cannot be illuminated.

VARIANCE APPLICATION

CITY OF THE DALLES
Community Development Department
313 Court Street
The Dalles, OR 97058
(541) 296-5481, ext. 1125
Fax (541) 298-5490
www.ci.the-dalles.or.us

Date Filed 1/13/2012
File# 118-12
Date Deemed Complete 1/13/2012
Hearing Date 2/16/2012
Approval Date
Permit Log #
Other Cross Reference#

APPLICANT

Name Mid-Columbia Medical Center
Address 1700 E 19th Street
The Dalles, OR 97058
Telephone # (541) 296-1111
E-mail Address randys@mcmc.net

LEGAL OWNER (If Different than Applicant)

Name COLUMBIA CREST PROFESSIONAL CENTER LLC
Address 14670 SW PEAK CT
TIGARD, OR 97224
Telephone # 503-459-4732

*If applicant is not the legal owner, attach either [1] owner consent letter, or; [2] copy of earnest money agreement, or; [3] copy of lease agreement.

PROPERTY INFORMATION

Address 1935 E 19th Street, The Dalles, OR 97058
Map and Tax Lot 4800, 4900, 5000 IN 13E 11 BA 4900, 4800 + 5000
Size of Development Site
Zone District/Overlay
Comprehensive Plan Designation Addition of two (2) exterior signs, one to the east and one to the west sides of building

REQUEST

[] New Construction [] Expansion/Alteration [] Change of Use [x] Amend Approved Plan

Brief Explanation: The addition of directional signs is desired as shown on drawings to indicate the main entrance of the building that patients and visitors are to use. The finding of ones way through a new city environment is usually aided by architectural elements, signs, even lighting. These things aid the intuitive and deductive navigational process. Unfortunately the Columbia Crest Professional Center (CCPC) lay out is not as intuitive as could be desired. This is causing continued confusion and stress for patients on their first visit. Wayfinding study attached.

JUSTIFICATION OF REQUEST

- 1. What are the special circumstances (size, shape or topography of lot, location of surroundings) that do not apply to other properties in the same vicinity and zone?

All other buildings located on the north side of 19th street in this area have their main entrances on the south side facing the street creating an expected finding of the same with CCPC however their main entry is on the north side of the building. This entrance cannot be seen from the road nor is there any indication patients should park at what appears to be behind the building rather than on or near the street where an entry can be seen. The number 1935 is even installed above the south (employee) entry alerting people that they have at least found the right building.

- 2. What difficulties and unnecessary hardships will be created without a variance to the Ordinance?

New patients and visitors park per the expectation of entering the building through the south entrance. This is difficult on those with difficulty walking and those needing ADA access.

- 3. Explain why the variance will not be detrimental to the public safety, health and welfare.

The signs proposed would be installed near each of the entrances to the 1935 parking lot. They would direct drivers to the entry that is set up for easier access to the building, this variance would be beneficial. Line of sight for driving would not be impaired and no parking spaces would be lost.

- 4. Explain why this variance, if granted, would not be contrary to the intent of the Zoning Ordinance.

Usage would be enhance rather than changed

PARKING INFORMATION

Total Number of Spaces Proposed no change Total Number of Handicap Spaces Proposed no change

Total Number of Compact Spaces Proposed no change What material will be used for the surface of the parking area no change.

LANDSCAPING INFORMATION

Total Square Footage Landscaping Proposed no change Percent of Landscaping Irrigated no change

ECONOMIC DEVELOPMENT INFORMATION

Proposed Project is located in the Enterprise Zone

yes Full Time Equivalent (FTE) jobs are currently provided.

none FTE jobs are expected to be created by the proposed project.

UTILITIES

How will the site be served with water and sewer?

Water: City Water Chenoweth Irrigation Private Well

Sewer: City Sewer Private Septic

Signature of Applicant

[Signature] 12/21/11
Date

Signature of Property Owner*

[Signature] 1/3/2012
Date

* Notarized Owner Consent Letter may substitute for signature of property Owner

NOTE: **This application must be accompanied by the information required in Section 3.070: Variance, contained in Ordinance No. 98-1222, The City of The Dalles Land Use and Development Ordinance.**

PLANS SUBMITTED: At least 15 copies of concept site plan.

2 copies detailed landscape plans 2 copies construction detail plans

INFORMATION REQUIRED WITH APPLICATION

There are 3 types of plan information that can be combined on the same plan or separated onto different plans and reviewed at different times through the approval process. The minimum plan requirements which must accompany a Site Plan Review Application are those specified in the Concept Site Plan below.

1. Concept Site Plan. The concept site plan shall clearly indicate all of the following information applicable to the particular development proposal.

- Project Name
- A separate vicinity map indicating location of the proposed development.
- Scale – The scale shall be at least one inch equals 50 feet (1:50), unless a different scale is authorized by the Director.

Columbia Crest Professional Center

Which Entrance is for Patients?



CCPC building as seen on approach. South entry is visible at a distance and west entry can be seen once parking lot is entered.



South Side Wayfinding-Cons

Entry of a building usually faces main road

Signage '1935' is posted on the archway

This is the entrance expected to be the main/patient entry when arriving.



North Side Wayfinding-Cons

Entry is not visible from road

No Signage is posted on archway

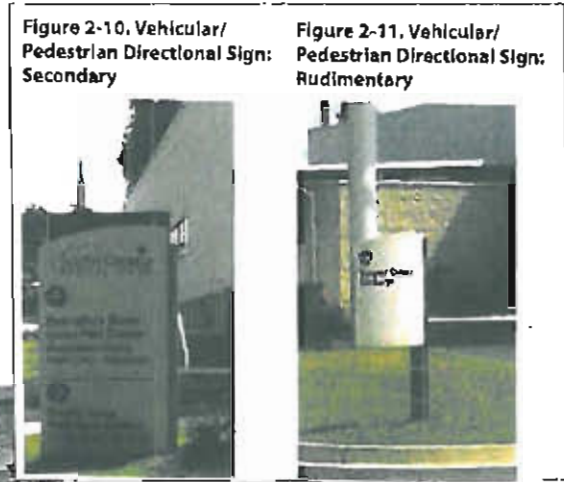
The ADA parking spots hint at this being the main entry but that is all.

It has a longer decorative walkway but the curb at the front is a tripping hazard instead of ramped up for easy access.

Conclusion: Wayfinding is weak for the intuitive reasoning necessary to find ones way in unfamiliar surroundings.

Recommendations to Improve Exterior Wayfinding

Vehicle/Pedestrian Directional Sign

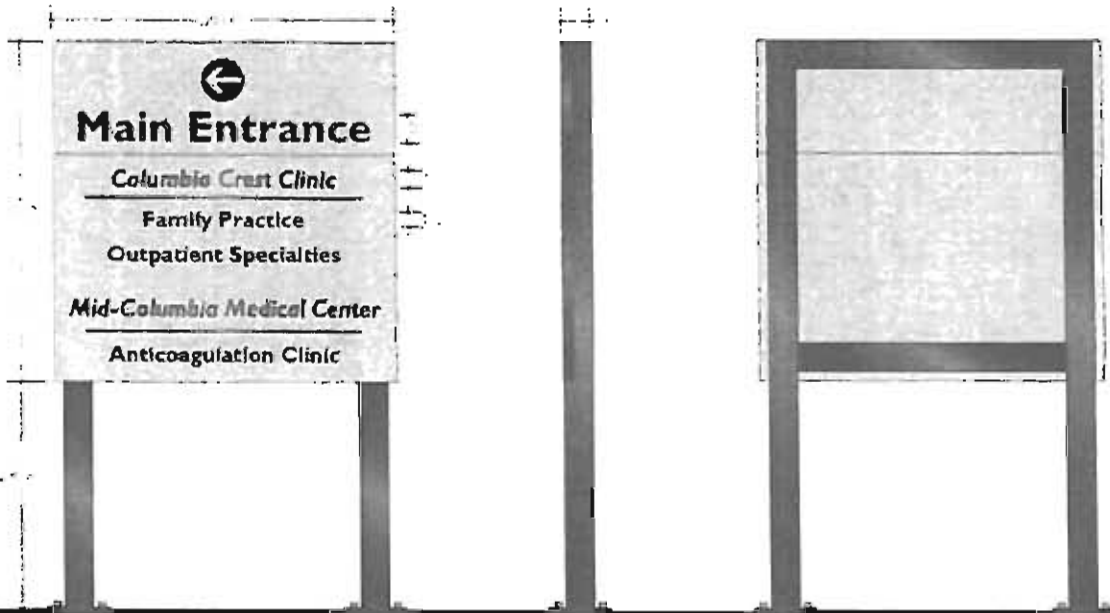


A sign indicating that the main entrance is north with an arrow would help direct people to the main entrance. This would be a secondary sign and require approval and permit. Usually signs of a certain size attached to the building require neither and would possibly be less expensive in such a format.

Signify | 01

DATE: 10/27/11
 11/29/11 JB
 11/13/11 TW

DATE: 07/25/11	BY: TW	SCALE: 1" = 10'
PROJECT: Mid-Columbia Major J Center	PROJECT: Columbia Class/Professors Center	PROJECT: COL0032_113055_EXT_REV3




side

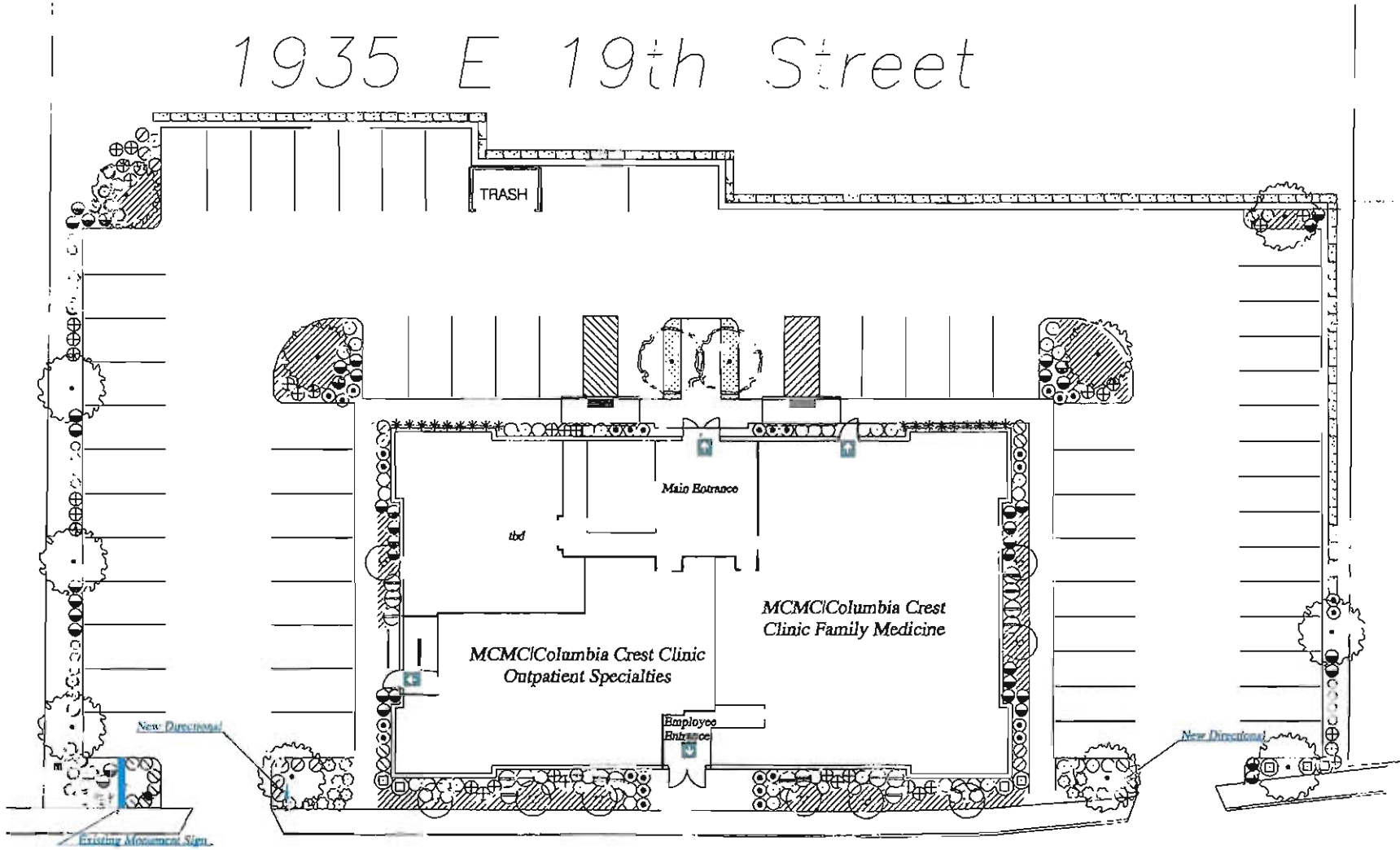
Type 2
 S01PP-36-36
 36" w X 36" h (Overall Height 60")
 Single Sided Post and Panel
 Applied Vinyl Graphics
 Flange Mount to Concrete Base

Notes:
 See drawing for details

Finish Approval

 _____ _____ _____
--

1935 E 19th Street



19TH ST

Carole Trautman

From: Richard Gassman
Sent: Monday, February 06, 2012 8:08 AM
To: Carole Trautman
Subject: FW: Public Hearing RE: VAR 118-12

A comment for the Sign Variance.

-----Original Message-----

From: Jeanene and Dick [mailto:fish2fry@gorge.net]
Sent: Saturday, February 04, 2012 6:02 PM
To: Richard Gassman
Subject: Public Hearing RE: VAR 118-12

Any additional signage and for that matter, the current night lights, should be directed toward and used only for the immediate building and parking lot.

We would prefer that the current night lights be redirected toward the building and the parking lot, and NOT TOWARD OUR HOME. Any new signage should respect the quiet and darkness of the residents adjacent to the building. The current lights infringe on our privacy.

This is an opportunity for The Dalles to initiate a "dark skies" approach to out door lighting. One should light one's own area only. Otherwise, lights out.

Jeanene and Dick Stentz
1901 Oakwood Drive
The Dalles, OR 97058
541-980-4788 Nene
541-980-4744 Dick
fish2fry@gorge.net

CITY OF THE DALLES PLANNING COMMISSION MINUTES

Thursday, January 20, 2011
City Hall Council Chambers
313 Court Streets
The Dalles, OR 97058
Conducted in a handicap accessible room

CALL TO ORDER:

Chair Lavier called the meeting to order at 6:33 pm.

BOARD

MEMBERS PRESENT: Bruce Lavier, Ron Ahlberg, Mark Poppoff, Chris Zukin, Ted Bryant, John Nelson, Dennis Whitehouse

BOARD

MEMBERS ABSENT: none

STAFF PRESENT:

City Attorney Gene Parker, Community Development Department, Director Dan Durow, Senior Planner Richard Gassman, Administrative Secretary Brenda Green

Senior Planner Gassman introduced Dennis Whitehouse as the new Planning Commissioner who was appointed at the January 17th City Council Meeting.

APPROVAL OF AGENDA:

Secretary Green pointed out that on item number VII, the resolution number should actually have been PC 505-11.

It was moved by Bryant and seconded by Ahlberg to approve the agenda as modified. The motion carried unanimously.

APPROVAL OF MINUTES:

Commissioner Bryant suggested deleting the word "being" from the last paragraph on page two.

Commissioner Nelson suggested changing the wording on page three, paragraph three to read "the Hood River Fire Department had been provided a tower better suited for their needs through a deal with Verizon."

It was moved by Bryant and seconded by Zukin to approve the minutes of January 6, 2011 as modified. The motion carried with Lavier, Ahlberg, Poppoff, Zukin, Bryant and Nelson voting in favor, Whitehouse abstained.

PUBLIC COMMENT: none

QUASI-JUDICIAL PUBLIC HEARING:

Application Number VAR 115-11 of Columbia Crest Professional Center to obtain approval for a freestanding sign for a building that does not meet the setback requirement for a freestanding sign in the NC zone. Property is located at 1935 East 19th St and is further described as 1N 13E 11BA tax lot 4800. Property is zoned "RL/NC" – Residential Low Density District with a Neighborhood Center Overlay.

The applicant provided copies of three additional pictures of the proposed monument sign which were distributed to the Commissioners. The pictures were labeled exhibit 1, 2 and 3.

Chair Lavier read the rules for conducting a public hearing. He asked the Commissioners if they had any bias, conflict of interest, or ex-parte contact. Commissioner Bryant declared that he had talked with the applicant while he was looking at the site but stated that he did not feel that anything they talked about would influence his decision. Lavier stated that he walks by the site once a week. Commissioner Ahlberg reported that he recently visited the site and observed where the electrical hookup had been placed. There were no challenges from the audience. Lavier declared the public hearing open and asked for the Staff Report.

Senior Planner Gassman presented the Staff Report and explained how the sign code and the minimum setback requirements in the Neighborhood Center (NC) zone work against each other when it comes to a freestanding monument sign. He stated that staff was recommending approval of the application with four conditions of approval. Gassman pointed out that the applicant could theoretically put a much larger sign up if he placed it on the building. Staff felt that the monument sign was more in character with the neighborhood.

Chair Lavier asked if anyone had gone up and looked at the vision clearance. Senior Planner Gassman stated that he had tried but that there had been too many service vehicles in the way at the time.

Commissioner Ahlberg expressed his concern that the height and size of the sign would block the vision clearance.

Commissioner Whitehouse asked if the sign would need a sign permit. Senior Planner Gassman stated yes, but that the sign permit could not be applied for until after the variance request was decided on.

Public Testimony

Proponents:

Jarrett Rose, 15755 SW Beef Bend Rd, Tigard OR introduced himself as the applicant and the co-owner of Columbia Crest Professional Center. He shared that he had verified that the sign placement would meet the vision clearance standards that are required in the LUDO. Rose described the vision triangle and referenced the pictures that were distributed to describe how the sign met the required standard of being able to see 125 feet down the road, considering that the speed on the road was 25 miles per hour. Rose also pointed out that even if he was granted the variance, if his sign did not meet vision clearance standards he would be required to reduce the sign's size until it did meet the standards.

Commissioner Ahlberg expressed his concern that drivers would not be able to see cars coming up from the subdivision to the West. Mr. Rose pointed out that according to the vision clearance standards and the vision triangle a driver will be able to see the required distance. Ahlberg also

brought up the large number of parking lots, driveways and the number of cars going in and out of the medical office buildings and the hospital.

Mr. Rose pointed out that the sign code allows him to put up a sign on the wall of the building up to 11 feet by 70 feet. He stated that he did not want to do that.

Commissioner Bryant asked how much dirt he had removed from the site. Mr. Rose stated that he had removed close to 50,000 cubic yards.

Commissioner Poppoff asked why he was not choosing to put a sign on the wall of the building. Mr. Rose explained that he chose a monument sign in order to conform to the rest of the signs in the neighborhood; he felt it was less obtrusive than a large wall sign.

Commissioner Poppoff expressed his concern in regards to pedestrians being blocked by the sign. There was a general discussion about visibility in the area, pedestrians, cars and crosswalks.

Commissioner Ahlberg stressed how dangerous the area is for pedestrians and people in wheelchairs. He pointed out that now that all the buildings are working together to form a medical complex, the lack of places to cross the street has become even more obvious.

Chair Lavier acknowledged the safety concerns in the area but pointed out that they did not directly relate to the decision of the present hearing. Staff and Commissioners agreed that they would forward the information to the Traffic Safety Committee and ask them to look into it. Randy Cole, Chairman of the Traffic Safety Committee was in the audience and stated that he would add it to their agenda.

Commissioner Ahlberg pointed out that condition number three sounded rather restrictive by not allowing any additional signage. There was a discussion about what types of signs are exempt such as ADA parking or building directory signs.

Commissioner Zukin asked the applicant if he was okay with the condition which restricted him to the one monument sign. Mr. Rose replied that he was not planning on adding any other signs and that the only possibility of change he could see would be the potential to change the text on the sign which Senior Planner Gassman confirmed would be allowed.

Chair Lavier closed the public testimony portion of the hearing.

Deliberation:

Commissioner Bryant shared his opinion that the monument sign seemed to fit in with the character of the neighborhood.

Commissioner Ahlberg stressed his concern with the “medical plaza” set up and the lack of accommodation for pedestrians and wheelchairs. He was concerned about adding more traffic to the area considering the lack of sidewalks and the short visibility, bearing in mind the knoll to the East.

Chair Lavier acknowledged Commissioner Ahlberg’s concerns and confirmed that Randy Cole, Chairman of the Traffic Safety Committee was going to take the concern to the committee.

Commissioner Nelson moved to approve VAR 115-11 based on findings of fact, conclusions of law, and the staff recommendation, with four conditions as submitted and a fifth condition to read; The sign and sign base will comply with the Vision Clearance provisions in LUDO section 6.100. Commissioner Bryant seconded the motion and it carried unanimously.

RESOLUTION: Commissioner Nelson moved to adopt Resolution PC 505-11 approving VAR 115-11 with five conditions as modified. Commissioner Bryant seconded the motion. The motion carried unanimously.

ADDITIONAL AGENDA ITEMS

Chair Lavier explained that the Commissioners needed to appoint a new representative to the Urban Renewal Advisory Committee. Commissioner Nelson expressed his interest.

Commissioner Ahlberg moved to appoint Commissioner Nelson to the Urban Renewal Advisory Board as the Planning Commission representative. It was seconded by Commissioner Bryant and passed unanimously.

COMMISSIONER/STAFF COMMENTS

Director Durow informed the Planning Commissioners about the possibility for training. He stated that he would forward training opportunities to them. There was also a discussion about how most of the trainings are located far away. Durow stated that he would look into the possibility of bringing a training here.

Commissioner Bryant brought up the online classes that were available last year. Secretary Green stated that she would forward the information out to the Commissioners again.

NEXT MEETING: The next scheduled meeting is February 3, 2011.

ADJOURNMENT: The Planning Commission meeting was adjourned at 7:39 p.m.

Submitted by
Brenda Green, Administrative Secretary


Ron Ahlberg, Planning Commission Vice-Chair



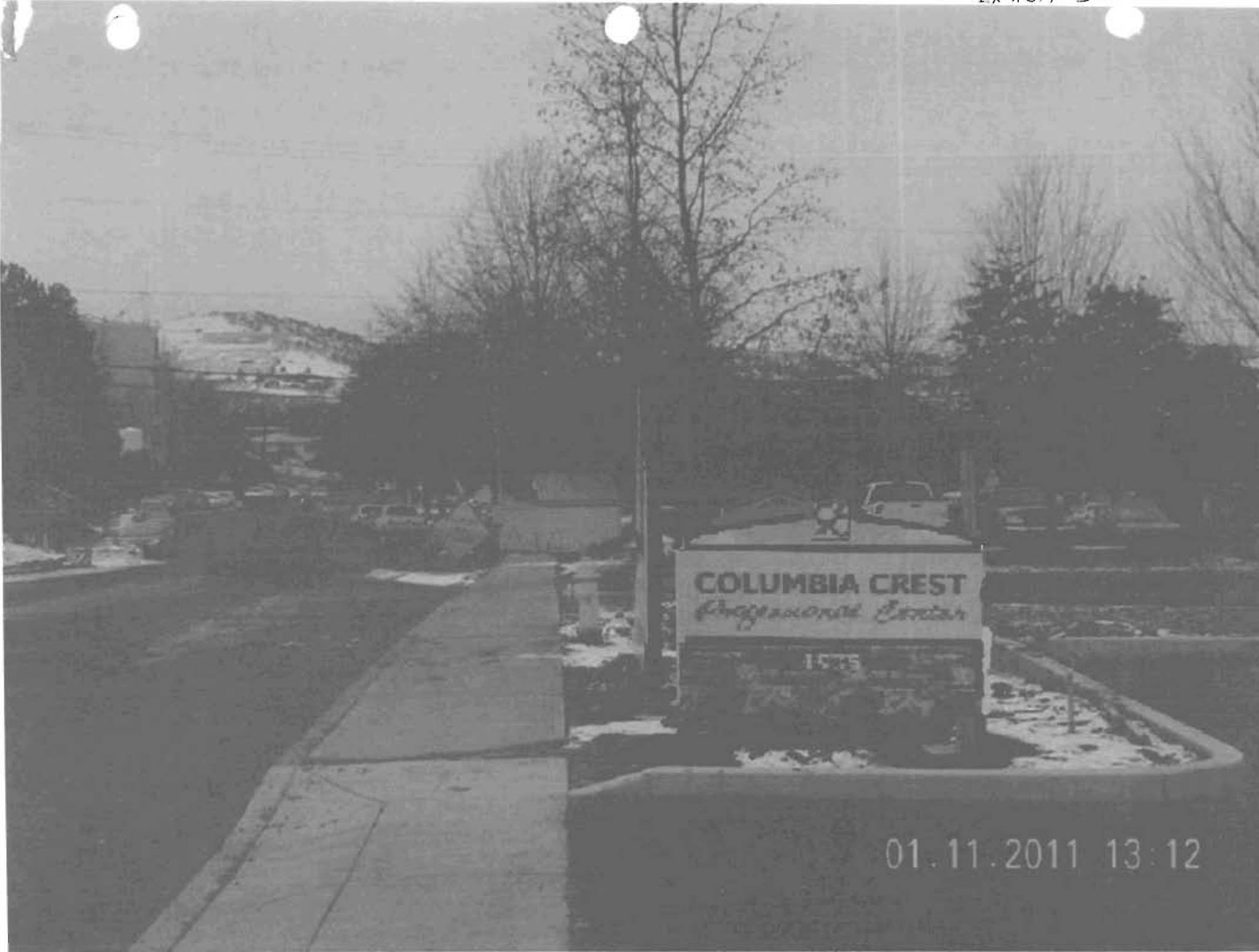
COLUMBIA CITY MIDDLE SCHOOL
Michael C. Alford, JHS

COLUMBIA CITY

01.11.2011 13:08



01.11.2011 16:06



01.11.2011 13:12

RESOLUTION NO. P.C. 516-12

Adopting Conditional Use Application #135-05 of Greg and Molly Ott to gain approval for the modification of the existing Conditional Use Application (CUP) approved in 2005 to allow operation of an events facility in an old church building. The modification request is for expanded hours of operation and for expanded scope of operation. The property is located at 401 E. 10th Street, The Dalles, Oregon, and is further described as 1N 13E 3 CB tax lot 7600. Property is zoned "RH" – Residential High Density District.

I. RECITALS:

- A. The Planning Commission of the City of The Dalles has on December 15, 2011, February 2, 2012, and February 16, 2012 conducted public hearings to consider the above request. A staff report was presented, stating the findings of fact, conclusions of law, and a staff recommendation.
- B. Staff's report of CUP 135-05 and the minutes of the December 15, 2011, February 2, 2012, and February 16, 2012 Planning Commission meetings, upon approval, provide the basis for this resolution and are incorporated herein by reference.

II. RESOLUTION:

Now, therefore, be it FOUND, DETERMINED, and RESOLVED by the Planning Commission of the City of The Dalles as follows:

- A. In all respects as set forth in Recitals. Part "I" of this resolution. Conditional Use Permit 135-05 is hereby approved with the following conditions of approval:
 - 1. Any improvements must be completed in accordance with the Land Use and Development Ordinance, 98-1222, as amended.
 - 2. Provide onsite supervision for events with 100 or more individuals.
 - 3. Hours of operation for the coffee shop, open to the general public, is from 6 a.m. to 4 p.m. Monday through Friday, and from 7 a.m. to 4 p.m. on Saturday and Sunday.
 - 4. Hours of operation for the event facility may go to 10 p.m. on Sunday through Thursday and to 11 p.m. on Friday and Saturday.
 - 5. Require outside posting of contact number for complaints.

III. APPEALS, COMPLIANCE, AND PENALTIES:

- A. Any party of record may appeal a decision of the Planning Commission to the City Council for review. Appeals must be made according to Section 3.020.080 of the Land Use and Development Ordinance, and must be filed with the City Clerk within ten (10) days of the date of mailing of this resolution.
- B. Failure to exercise this approval within the time limits set either by resolution or by ordinance will invalidate this permit.
- C. All conditions of approval must be met within the time limits set by this resolution or by ordinance. Failure to meet any condition will prompt enforcement proceedings that can result in: 1) permit revocation; 2) fines of up to \$500.00 per day for the violation period; 3) a civil proceeding seeking injunctive relief.

The Secretary of the Commission shall (a) certify to the adoption of the Resolution; (b) transmit a copy of the Resolution along with a stamped approved/denied site plan or plat to the applicant.

APPROVED AND ADOPTED THIS 16th DAY OF FEBRUARY, 2012.

Bruce Lavier, Chairman
Planning Commission

I, Dan Durow, Community Development Director for the City of The Dalles, hereby certify that the foregoing Resolution was adopted at the regular meeting of the City Planning Commission, held on the 16th day of February, 2012.

AYES:

NAYS:

ABSENT:

ABSTAIN:

ATTEST: _____
Daniel C. Durow, Community Development Director
City of The Dalles

RESOLUTION NO. P.C. 518-12

Approval of Variance application #118-12 of Mid-Columbia Medical Center to gain approval for signage outside the code limitation. The property is located at 1935 E. 19th Street, The Dalles, and is further described as Township 1 North, Range 13 East, Map 11BA, tax lots 4800, 4900, and 5000. The property is zoned "RL" Residential Low Density with an "NC" Neighborhood Center Overlay.

I. RECITALS:

- A. The Planning Commission of the City of The Dalles has on February 16, 2012 conducted a public hearing to consider the above request. A staff report was presented, stating the findings of fact, conclusions of law, and a staff recommendation.
- B. Staff's report of Variance #118-12 and the minutes of the February 16, 2012 Planning Commission meetings, upon approval, provide the basis for this resolution and are incorporated herein by reference.

II. RESOLUTION:

Now, therefore, be it FOUND, DETERMINED, and RESOLVED by the Planning Commission of the City of The Dalles as follows:

- A. In all respects as set forth in Recitals, Part "I" of this resolution. Variance #118-12 is hereby approved with the following conditions of approval:
 - 1. The applicant is approved to add one sign on the east side of the building to help motorists and customers locate an entrance to the building and parking area.
 - 2. The applicant will obtain a sign permit unless the actual proposal meets the definition of directional sign as found in LUDO Section 13.030.010.N.
 - 3. The additional sign is restricted to either the same type and size as the existing monument sign, or the sign is restricted to 9 square feet in area and 5 feet in height, as shown in the application.
 - 4. The sign cannot be illuminated.

III. APPEALS, COMPLIANCE, AND PENALTIES:

- A. Any party of record may appeal a decision of the Planning Commission to the City Council for review. Appeals must be made according to Section 3.020.080 of the Land Use and Development Ordinance, and must be filed with the City Clerk within ten (10) days of the date of mailing of this resolution.
- B. Failure to exercise this approval within the time limits set either by resolution or by ordinance will invalidate this permit.
- C. All conditions of approval must be met within the time limits set by this resolution or by ordinance. Failure to meet any condition will prompt enforcement proceedings that can result in: 1) permit revocation; 2) fines of up to \$500.00 per day for the violation period; 3) a civil proceeding seeking injunctive relief.

The Secretary of the Commission shall (a) certify to the adoption of the Resolution; (b) transmit a copy of the Resolution along with a stamped approved/denied site plan or plat to the applicant.

APPROVED AND ADOPTED THIS 16th DAY OF FEBRUARY, 2012

Bruce Lavier, Chairman
Planning Commission

I, Dan Durow, Community Development Director for the City of The Dalles, hereby certify that the foregoing Resolution was adopted at the regular meeting of the City Planning Commission, held on the 16th day of FEBRUARY, 2012.

AYES:

NAYS:

ABSENT:

ABSTAIN:

ATTEST: _____
Dan Durow, Community Development Director
City of The Dalles