APPROVED

1. CALL TO ORDER:

Vice Chair Phil Ruder called the meeting to order at 7:02 p.m. Roll Call:

Planning Commission Present: Vice Chair Phil Ruder; Commissioners Lisa Nakajima, Dale Smith, Ginny Sanderson, and Sebastian Lawler.
Planning Commission Excused: Chair Tom Beck and Commissioner Hugo Rojas.
Staff Present: CD Director Bryan Pohl; James Reitz, Senior Planner; Dan Riordan, Senior Planner; Cassi Bergstrom, Planning Commission Coordinator.

2. PUBLIC MEETING:

2.1 PUBLIC COMMENT PERIOD FOR NON-AGENDA ITEMS:

Margot Wheeler (Business address: 4114 Heather Street, Forest Grove, OR 97116) proposed a revision to the Development Code to allow marijuana processing within the Light Industrial zone. Current code allows only production and wholesale with processing being banned. Commissioners discussed and decided they would consider hearing the argument for a revision to the Development Code allowing processing in the future. Senior Planner Dan Riordan explained to the Commissioners and Ms. Wheeler that the application and formal approval process would be a Type 4 land use process with a Planning Commission recommendation to City Council.

2.2 PUBLIC HEARING:

A. File No. 311-17-000018-PLNG – Continued hearing to consider adoption of an update to the Pacific University Master Plan

Vice Chair Phil Ruder opened the continued public hearing from a previous hearing date of September 18, 2017 at 7:13 p.m., reading the legislative hearing script. The staff report was then requested.

Senior Planner James Reitz gave a Power Point presentation explaining the revisions and changes made by Pacific University that were requested at the last hearing. Staff recommends forwarding the revised Master Plan onto City Council with the proposed conditions of approval.

Vice Chair Phil Ruder asked if any correspondence had been received, and there was none.

The public testimony period was then opened up.

PROPONENTS:
Mike Mallery, Applicant (2043 College Way, Forest Grove, OR 97116)
Eric Ridenour, Applicant's Representative (621 SE Columbia Dr, Portland, OR)

Both proponents came to the front. Mr. Ridenour expressed their concerns for a few proposed conditions that will be hard for the university to fulfill.

- Condition 5: Concern is that the identity of specific sites of residence halls is very restrictive. The University needs more flexibility.

- Condition 13: Language of dangerous building defined by Building Official is restrictive. A building that is a liability is not necessarily defined as a dangerous building.
- Condition 15: There is language in the plan already addressing the Historic Resource study prior to renovation/demolition and street tree maintenance.
- Condition 7: The TDM report needs clarification on the expectations.
- Condition 12: The title of the document stating 2018-2030 is time limiting.

Mr. Mallery gave an update on what the university has done to help aid in some parking dilemmas, including removing some restricted and reserved spots on campus.

Commissioners asked for some clarification regarding the TDM topic.

OPPONENTS:
None.

OTHER:
Scott Kistler (2325 A St, Forest Grove, OR 97116)
Mr. Kistler expressed concern with the Master Plan not being specific enough, particularly about the location and design of future residence halls. Senior Planner James Reitz stated that the residence hall design will be reviewed during the Type II Site Plan Approval period so there will be opportunity for additional public comment when a specific development proposal is submitted for review.

STAFF COMMENTS:
None.

QUESTIONS OF CLARIFICATION:
None.

Vice Chair Ruder closed the public hearing at 7:59 p.m.

COMMISSIONER DISCUSSION:
Vice Chair Ruder opened the discussion. Commissioners discussed Pacific University's concerns raised with the staff conditions of approval, and went through each condition individually:

- Condition 1: Leave as is.
- Condition 2: Commissioners discussed the limitations of Opportunity Site F, and decided to omit the condition entirely.
- Condition 3: Leave as is.
- Condition 4: Instead of using the word "retail", replace with "commercial" in subsection (i).
- Condition 5: Omit entirely regarding the specific sites for future residence halls.
- Condition 6 and 7: Leave as is.
- Condition 8: Commissioners discussed the limitations of the wording within the condition and decided a net gain of no more than 10% of the 988 car park spaces would be more appropriate, justifiable in the increase of faculty/students.

- Conditions 9 through 11: Leave as is.
- Condition 12: Discussion was held regarding the title of the document, and Commissioners decided to leave it as is.
- Condition 13: Discussion was held between Commissioners and applicants regarding the Building Official's call to deem a building dangerous prior to demolition, and was decided to be left as is.
- Condition 14 through 16: Leave as is.
- Include optional condition 17 as it poses no negative or limiting affects to the Master Plan.

Scott Kistler asked about the impact to property taxes when the university owns the individual lots. Mr. Mallery answered that the university brings students to the town and offers its land for community events, so the university provides community benefits that helps make up for the depreciation in property taxes paid by the university.

Commissioner Nakajima moved a motion that the Planning Commission forward to the City Council file number 311-17-000018-PLNG, adoption of an update to the Pacific University Master Plan with revisions to the Conditions of Approval as recommended by the Commission. Commissioner Lawler seconded.

Roll Call Vote: AYES: Vice Chair Ruder, Commissioners Nakajima, Smith, Sanderson, and Lawler. NOES: None. ABSENT: Chair Beck and Commissioner Rojas. MOTION CARRIED 5-0.

2.3 ACTION ITEMS:
None.

2.4 WORK SESSION ITEMS:
None.

3.0 BUSINESS MEETING:

3.1 APPROVAL OF MINUTES:
Commissioner Smith moved a motion to approve the minutes of the October 16, 2017 meeting. Commissioner Nakajima seconded. Commissioner Sanderson abstained from the vote. Motion passed 4-0.

3.2 REPORTS FROM COMMISSIONERS/SUBCOMMITTEES:
None.

3.3 DIRECTOR'S REPORT:
Director Bryan Pohl informed the Commission on the upcoming Boards and Commissions Legal Training Workshop being held on March 19, 2018 at 5:15 to 6:55 pm as well as another training offered on April 9, 2018 at 5:15 to 6:55 pm. Register with the City Recorder as soon as possible.

APPROVED

Mr. Pohl gave an update on permit numbers for 2017, with 90 NSFR permits initiated with a total valuation of $27,600,000 along with multiple new apartments.

Mr. Pohl stated that there will be a future meeting with the Residential Multifamily high zone density target issue coming back before the Planning Commission.

Vice Chair Ruder welcomed Commissioner Ginny Sanderson who recently filled the vacant Planning Commission seat.

3.4 ANNOUNCEMENT OF NEXT MEETING:
Next meeting is tentative for April 2, 2018.

3.5 ADJOURNMENT:
The meeting was adjourned at 9:11 p.m.

Respectfully submitted by:

Cassi Bergstrom

Cassi Bergstrom
Planning Commission Coordinator