



**PLANNING COMMISSION
REGULAR MEETING
MINUTES** Monday, February 5, 2024

**Community Auditorium, 1915 Main
Street**

Minutes are unofficial until approved by the Planning Commission.

A. Call to Order

Roll Call

Staff:

Planning Commission Present in Person and via Zoom Remotely: Chair Ginny Sanderson (in person); Nicole Ellis (in person), Tim Farrell (in person), Julie Stenberg (in person) and Seth Berdahl (Zoom).

Planning Commission Excused/Absent: Commissioners Culbertson

Staff Present: Bryan Pohl, Community Development Director (Zoom); Dan Riordan, Senior Planner; Shannon Reynolds, Permit Technician; Suzie Curtis, Permit Coordinator.

B. Public Comment: Public Comment Period for Non-Agenda Items: Anyone wishing to speak on an item not on the agenda may be heard at this time. In the interest of time, please limit comments to three minutes or less.

1. Written Public Comment

None

C. Additions/Deletions: N/A

D. Public Hearing

1. Design and site development review for a proposed 16-room motel building and site improvements at 3224 Pacific Avenue (Holiday Motel); Washington County Tax Lots 1S305BB00300, 00301 & 00302; File No. 311-23-000031-PLNG

City of Forest Grove Sr. Planner Dan Riordan provided the Commissioners with a staff report and PowerPoint presentation detailing the subject property and proposals.

Dan responded to Commissioner's questions and requested that the application be approved with the conditions discussed/outlined.

Applicant: Matthew Newman with NW Engineers, LLC
Owner's Rep: Steve Doss with Doss Quality Homes

Matt Newman spoke about the proposal for the 16-room motel and shared a bit more details on the plan, placement, parking, landscaping etc.

The applicant responded to the Commissioner's questions after presenting.

There was no public comment.

Commissioner Ellis moved a motion to recommend approval of the proposed Holiday Motel expansion and site improvements, File Number 311-23-000031-PLNG, and that the planning commission adopt the staff report, dated January 29th, 2024, including the analysis, findings and conditions of approval recommended by staff.

Commissioner Stenberg seconded the motion.

Roll Call Vote on Motion: AYES: Chair Sanderson; Commissioners Ellis, Farrell, Stenberg, Berdahl. NOES: None ABSTAIN: None

MOTION CARRIED 5-0

E. Work Session: N/A

F. Business Meeting

1. Director's Report

Community Development Director Bryan Pohl spoke to Senate Bill 1537 that was being proposed in Salem and potential changes that could come. Asking the Commissioners to do some homework, ask questions and have conversation around it.

Chair Sanderson welcomed Seth Berdahl to the Planning Commission as a Commissioner. Seth shared a bit about himself and experience both professionally and personally.

2. Announce next meeting:

No meeting dates have been set at this time.

G. Adjournment