PLANNING COMMISSION MEETING
Tuesday, March 14, 2017, 6:30 PM
Council Chambers, 2nd Floor City Hall
1300 NE Village Street

MEETING AGENDA

1. **CALL TO ORDER:** 6:30 PM
2. **CITIZENS WISHING TO SPEAK ON NON-AGENDA ITEMS**
3. **NEW COMMISSIONER INTRODUCTIONS**
4. **APPOINT VICE CHAIR**
5. **REVIEW AND ADOPT MINUTES:** January 10, 2017
6. **COMMISSION WORK ITEMS**
   - Comprehensive Plan & Development Code Update
   - Vacation Rental Discussion
7. **STAFF UPDATES**
   - Pre-Applications
8. **TENTATIVE AGENDA**
   - Planning Commissioner Training
9. **ADJOURNMENT**

NEXT PLANNING COMMISSION MEETING TUESDAY, MARCH 28, 2017

Planning Commission hearings are broadcast live on Comcast Cable Channel 22 and Frontier Cable Channel 33. Replays of the hearing are shown on Comcast Channel 22 and Frontier Channel 33 Saturday at 12:00pm and Monday at 2:00pm, and Comcast Channel 30 and Frontier Channel 39 Wednesday at 7:00pm. Further information is available on our web page at www.fairvieworegon.gov or by calling Devree Leymaster, City Recorder, 503-674-6224.

The meeting location is wheelchair accessible. A request for an interpreter for the hearing impaired or for other accommodations for person with disabilities should be made at least 48 hours before the meeting to: Devree Leymaster, 503-674-6224.

MINUTES
PLANNING COMMISSION MEETING
1300 NE Village Street
Fairview, OR 97024
Tuesday, January 10, 2017

PRESENT: Ed Jones
Steve Kaufman
Les Bick
Jack McGiffin
Russell Williams

STAFF: Erika Palmer, Senior Planner
Schuyler Warren, Associate Planner
Devree Leymaster, City Recorder

1. CALL TO ORDER

Commissioner Jones called the meeting to order at 6:30 PM.

2. CITIZENS WISHING TO SPEAK ON NON-AGENDA ITEMS

Commissioner Jones inquired if any person would like to speak on a non-agenda item, hearing none moved to approval minutes.

3. APPOINT CHAIR & VICE CHAIR

Commissioner Kaufman moved to appoint Commissioner Jones as Chair and Commission Bick seconded. The motion passed unanimously.

Commissioner Kaufman moved to appoint Commissioner McGiffin as Vice Chair and Commissioner Jones seconded. The motion passed unanimously.

4. REVIEW AND ADOPT MINUTES

Commissioner Kaufman moved to approve the November 22, 2016 minutes and Commissioner Williams seconded. The motion passed unanimously.

5. PUBLIC HEARING

a. Application 2016-23-DR: Proposed 49-Unit Multi-Family Development NE 205th Avenue

Chair Jones read the Open Hearing Statement for a Quasi-Judicial Hearing and Senior Planner Palmer sited the applicable criteria.

SP Palmer noted two corrections in the staff report 1) Page 22, the setbacks should be: North 15 ft., East 22 ft., South 26 ft., and West 10 ft. and 2) Page 55, item D should reference NE 205th and not Halsey. She reviewed the staff report as reflected in presentation (*Exhibit A)* and presentation notes *(Exhibit B)*.

SP Palmer reported staff recommends approval of the application subject to conditions listed and described in the staff report.

Commissioner Kaufman noted his stormwater concerns for overflow conditions. Commissioner McGiffin commented on the traffic volume. The report indicates 9 cars daily but there are 49 units, which means there could be up to 49 cars daily. He is concerned about the impact to Sandy Blvd. and noted he would like the applicant to work with the County on mitigation measures.

Mark Grenz, Multi/Tech Engineering Services, Salem, OR representing the applicants commented the applicant has no issue with conditions of approval as proposed by staff. He remarked the traffic consultant will communicate with the County the Commissions concerns to ensure the needed information is included in the next review.

Mr. Grenz addressed the stormwater system commenting the premise is for a low impact design. There is no immediate stormwater outlet for the site. In exploring infiltration options for the site, including infiltration testing and Geo Tech studies/reports, they discovered the surface strata (top 3 to 4 feet) is not very pervious but the below materials is more open and the infiltration rate increases. The applicant recognizes they will need to handle the additional surface water that enters the site, but believes the proposed system will handle on-site and surface run-on all on the site. They will provide the additional test data as requested by staff. Mr. Grenz briefly explained the mechanics of the infiltration system. In summary, he commented the applicant is confident they will get the right design to successfully handle the stormwater and provide the needed data and plans for staff approval.

Commissioner Kaufman asked how deep in the soil before there is better drainage. Mr. Grenz replied where the tests were conducted, in the 7 to 8 feet range. Mr. Grenz remarked the applicant will explore emergency out flow options.

Chair Jones inquired if anyone would like to speak in favor, opposition or neutrally regarding the application.

Michael Braeback, Fairview, OR spoke in opposition. Mr. Braeback lives next to the site and is concerned about the increased traffic and stormwater system. He noted stormwater, if not handled at the site could potentially drain into his basement.

Chair Jones commented the city is concerned about stormwater as well. That is why staff is asking for additional information.

Catherine Braeback, Fairview, OR also spoke in opposition. They were told there would never be construction on the site because of flood water issues. They already have a pump to handle the stormwater run-off. Concerned the proposed project will make the run-off worse and over whelm their system. She also noted privacy concerns (having 2 buildings at the level of their home) and traffic concerns (the area is already highly congested with traffic and pedestrians).

SP Palmer noted there will be a 6 foot screening fence along the site. Chair Jones commented they defer to the traffic design professionals to address traffic related issues. Staff did include a traffic impact analysis study in the review and report. He commented traffic violations are a different issue.

Mr. Grenz commented the applicant is aware of the concerns regarding stormwater and traffic; it was what they expected. They are working to mitigate these concerns and are open to looking at landscaping techniques that may address the privacy issue. Senior Palmer noted staff can look at screening options when they review the final landscape plan.

Commissioner Bick asked about perimeter lighting. Staff replied the applicant included shielded, directional beams in there review packet.

Skip Broge, Lake Oswego, OR, project developer, commented they looked at the site as a unique opportunity to provide housing, knowing there were challenges with the stormwater. They are

confident they will develop an infiltration system to manage the stormwater on-site. They have successful done so on other projects with challenging stormwater issues. He remarked the geo tech and general engineer are doing a great job developing the system.

Hearing no more requests to speak Chair Jones closed the public hearing.

Commissioner Kaufman moved to approve Application 2016-23-DR based on the findings and the findings of compliance with the City's regulations and conditions of approval with the corrections to the staff report, page 22 amending the setbacks and page 55 item D should be NE 205th, and Commissioner Williams seconded. The motion passed unanimously.

AYES: 5
NOES: 0
ABSTAINED: 0

b. Application 2016-34-DR-VAR: Proposed Elementary School

Commissioner Jones read the Open Hearing Statement for a Quasi-Judicial Hearing and Senior Planner Palmer sited the applicable criteria.

Associate Planner Warren noted a correction on page 19 of the staff report. Third paragraph should include, "except local freight First to Depot". AP Warren commented the application being considered is for the replacement of the current Fairview Elementary School. The current school was built in 1925 and does not meet current standards for accessibility and seismic activity. AP Warren reviewed the staff report as indicated in the presentation. *(Exhibit C)*

AP Warren reviewed the demotion and phasing process. The new school will be built on the east portion of the lot and then the current school on the west side of the lot will be demolished and the area redeveloped for outdoor spaces and parking.

AP Warren reported the applicants requested for a Class B Variance, a reduction of required bicycle parking. Per the code the applicant is required to provide 78 spaces, the applicant is requesting approval to provide providing 40 sheltered spaces because of capacity. Staff is recommending approval of the variance based on the historic usage levels of bike ridership at the school.

AP Warren noted the requirement of the applicant to provide a traffic management plan to be approved by the city and on file at the school and city, to address the impact of peak traffic at drop off and pick up.

AP Warren reported staff recommends approval of the design review application and variance request subject to conditions listed and described in the staff report.

Chair Jones inquired if anyone would like to speak in favor, opposition or neutrally regarding the application.

Robert Carlson, Fairview, OR spoke about his concerns for safety and traffic. He does not believe the proposed school bus turn will work in the proposed corner. That corner is a high traffic corner. He encouraged the Commission to review how the traffic study analysis study was conducted and visit the site to see first the hand the potential impact.

Lori Bennet, Fairview, OR proposed instead of having all the school traffic flow being routed the same direction, redirecting the flow to offset congestion.

AP Warren commented staff conditioned approval with the requirement of a traffic plan because of the traffic concerns at peak times.

Project Representatives Rachel Hopper, CFO; Glens Schnaidt, Project Manager and Tom Stark, DBR Architect, Project Manager addressed the Commission. Ms. Hopper noted the community and parents were invited to participate in public outreach for the proposed layout. The bus and parent drop off areas have different entrance/exit points. Mr. Stark commented they are rebuilding the streets as part of the development to include a slip lane for traffic. The developed site will accommodate stacking so it does not occur in the street traffic lane. The slip lane will be a dedicated, paved stacking lane built to city standards.

Councilor Bick asked about enrollment. Ms. Hopper responded the new school is being constructed for a capacity of 580; that allows for an additional 80-90 students. Commissioner Bick commented on their request to reduce bike parking; concerned decreasing bike parking when capacity may increase. Mr. Stark replied expanding the bike parking will impede ADA path access because of the site topography. It will be difficult to meet the covered, lighted, and adjacent to the entrance standards for 78 spaces.

Commissioner McGiffin asked what the schedule is and if construction and demolition activities will occur when children are on site. Mr. Schnaidt answered yes some activity will occur when children are on site. The plan is to begin building the new school over the next year and demolish the old school the following summer. Ms. Hopper remarked staging, construction planning, and evacuation plans will be reviewed as part of the building permit process.

Brook Carlson, Fairview, OR commented the designated lane is a good plan but is concerned as to how close it is to the Public Works parking lot/shop and 223rd. She asked how the traffic plan would be implemented and would it be developed and approved prior to occupancy.

Chair Jones replied the traffic management plan is part of the conditions of approval. It must be approved prior to construction.

Ms. Hopper commented on the traffic management plan, noting there is a difference between standards and operations. The applicant will already vet the site and have a safety plan prior to submitting for building permits. It seems prohibitive if the district has to come to the city for approval if they see a need for changes due to safety issues. She requested the traffic plan requirements be removed as a condition of approval. She also requested the street tree requirement for a 2 year street tree bond be removed. She noted the applicant has no objection to installing the historic period lights on Main Street, but requested the lights on the sides be standard.

CA Warren responded there will be vehicle stacking in the public right of way; therefore, the city has a vested interest in ensuring the traffic is managed in an appropriate manner. The condition is meant for the city to be more of a consultant, with the plan on file at the city. There is the capacity to have changes negotiated as needed. The street tree bond is a standard condition of approval; however, staff would support approval of a 2 year warranty with landscape installer requirements. He noted the historic lights are required per the Renaissance Plan for a total of 7 lights: 3 on Main Street, 3 on Depot Street, 3 on the west face and none on the east.

Hearing no more requests to speak, Chair Jones closed the public hearing.

During discussion, the Commission indicated their support for a 2 year street tree warranty vs a 2 year bond and the variance for reduced bicycle parking.

Commissioner Kaufman moved to approve Application 2016-34-DR-VAR subject to the conditions listed and described in the staff report with the following changes: correction to page 19 of the staff report (local freight First Street and Depot Street), the 2 year street tree bond is replaced with a 2 year warranty requirement, and clarification of the requirements of the traffic management plan. Commissioner Williams seconded. The motion passed unanimously.

AYES: 5
NOES: 0
ABSTAINED: 0

6. COMMISSION UPDATES

None.

7. STAFF UPDATES

Senior Planner Palmer commented staff will schedule a Commission training in the near future. The hope is to have the remaining open positions filled, so all Commissioners will have the opportunity to participate.

8. TENTATIVE AGENDA

- February 21, 2017 – TBD.

9. ADJOURNMENT

Meeting adjourned by consensus at 9:11 PM.

_____
Devree A. Leymaster
City Recorder

_____
Ed Jones
Chair

_____
Date

Proposed Multi-Family Development NE 205th Avenue

Application 2016-23-DR

City of Fairview Planning Commission
January 10th, 2017

Application

The applicant seeks Design Review approval from the City of Fairview Planning Commission to construct a multi-family development comprised of 49-units in four (4) buildings on a 1.83 acre vacant parcel located on NE 205th Avenue.

Additional Site Design Features

- 33% Common Open Space
- 80 onsite parking stalls/ 32 covered bike parking stalls
- Landscaping/internal lighting

Applicable Review Criteria

Fairview Municipal Code (FMC) Title 19 (Development Code):

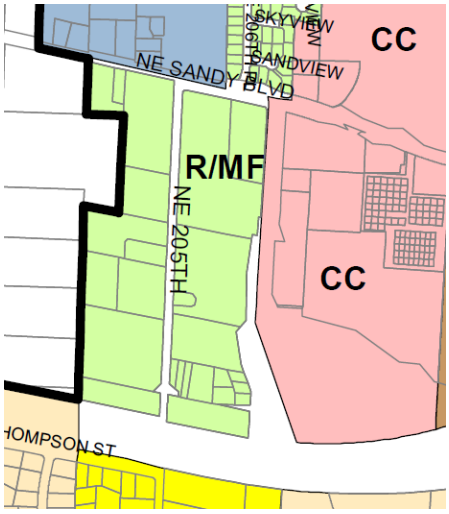
- Application Procedures
  - FMC 19.400 Administration of Land Use Review
  - FMC 19.412 Description of Permit Procedures
  - FMC 19.413 Procedures
- Design Review Criteria (DRC)
  - FMC 19.424 Site Design Review Application Procedures
  - FMC 19.425 Site Design Review Application Submission Requirements
  - FMC 19.426 Site Design Review Approval Criteria
  - FMC 19.30.100 Design Standards
  - FMC 19.30 Residential District
  - FMC 19.162 Access and Circulation
  - FMC 19.163 Landscaping, Street Trees, Fences and Walls
  - FMC 19.165 Public Facility Standards

Notices/Referrals

- Notices sent December 16th, 2016 to property owners within 250 feet
- Notice sent December 15th, 2016 to Gresham Outlook
- Site was posted on December 30th, 2016
- Referrals sent to:
  - City of Fairview Public Works Department
  - Gresham Fire
  - Multnomah County Transportation Department
- As of today January 10th, 2017 the City has not received any public comments on the proposed application.

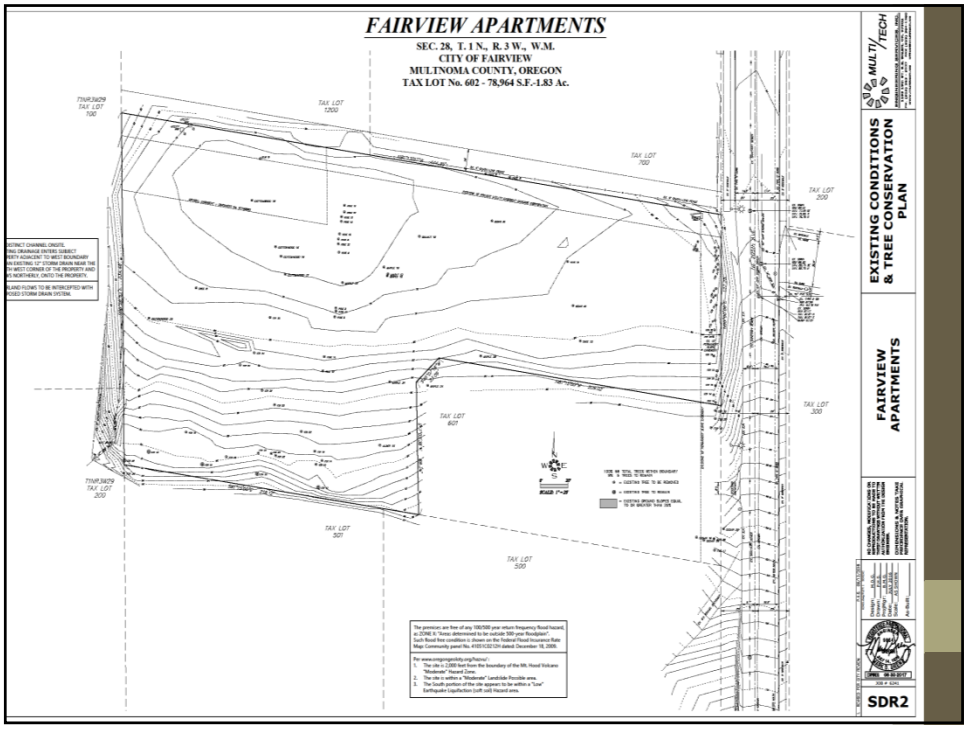
Vicinity Map

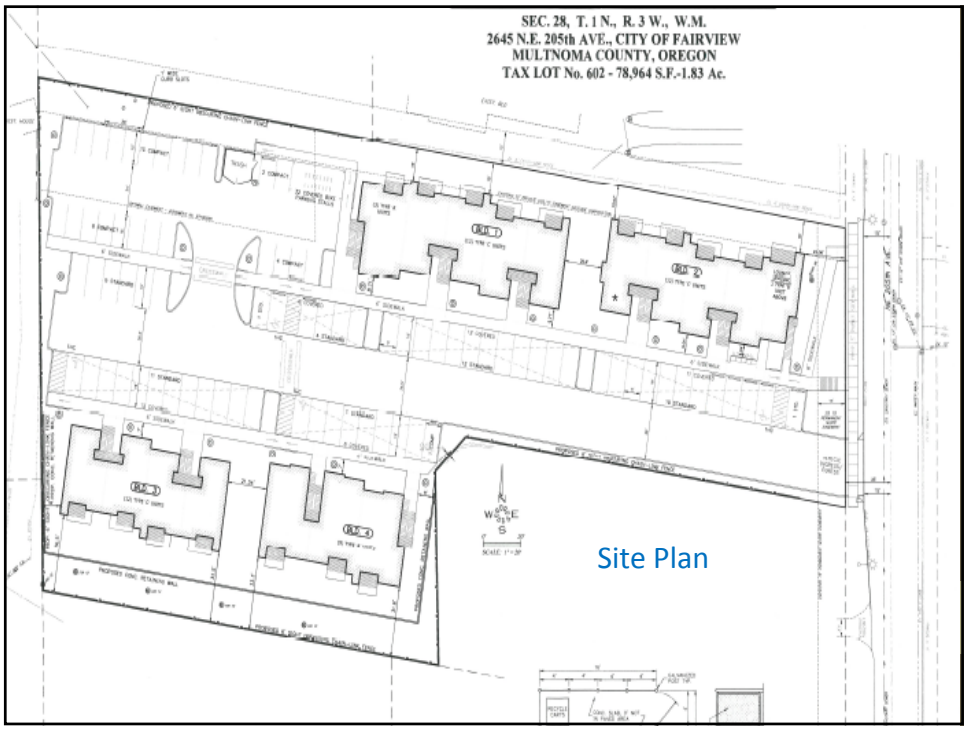
Site Composition

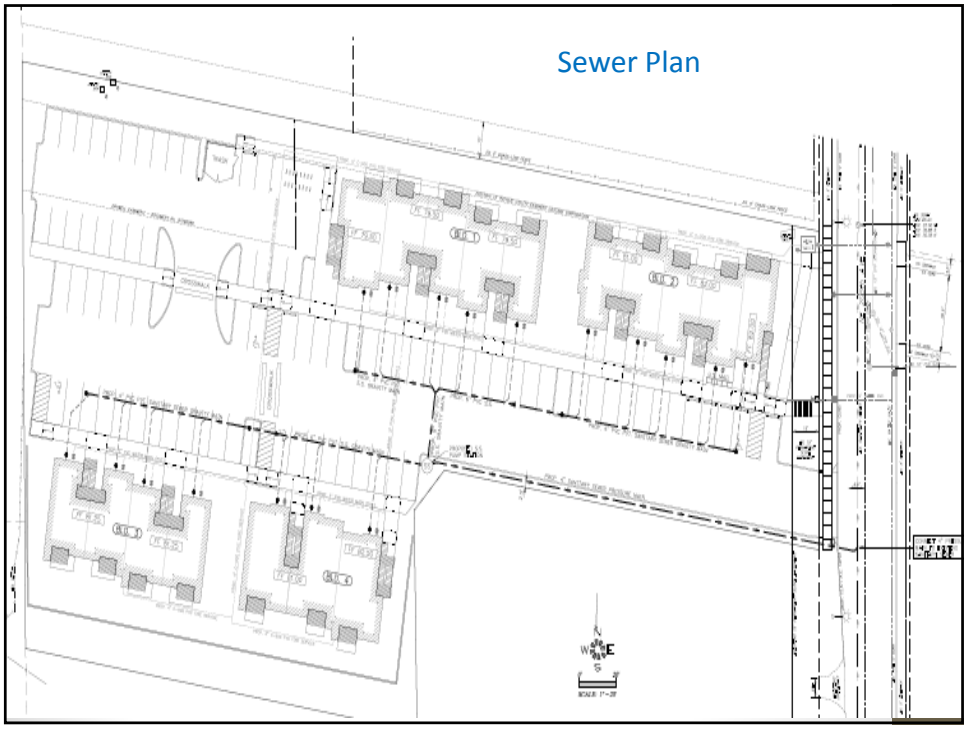


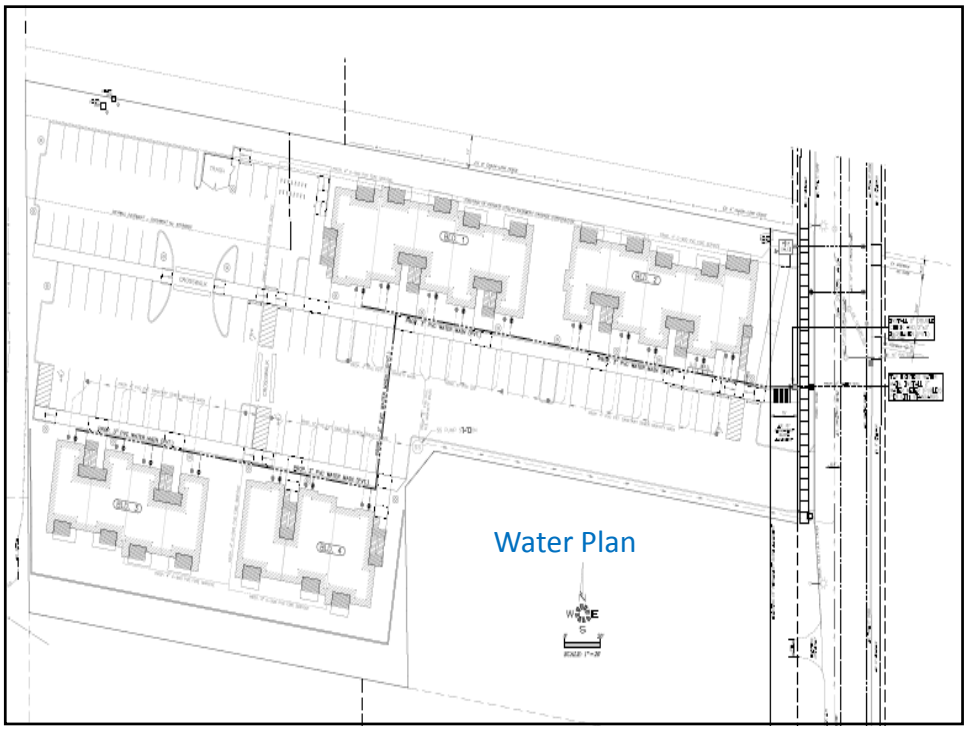
ZONING

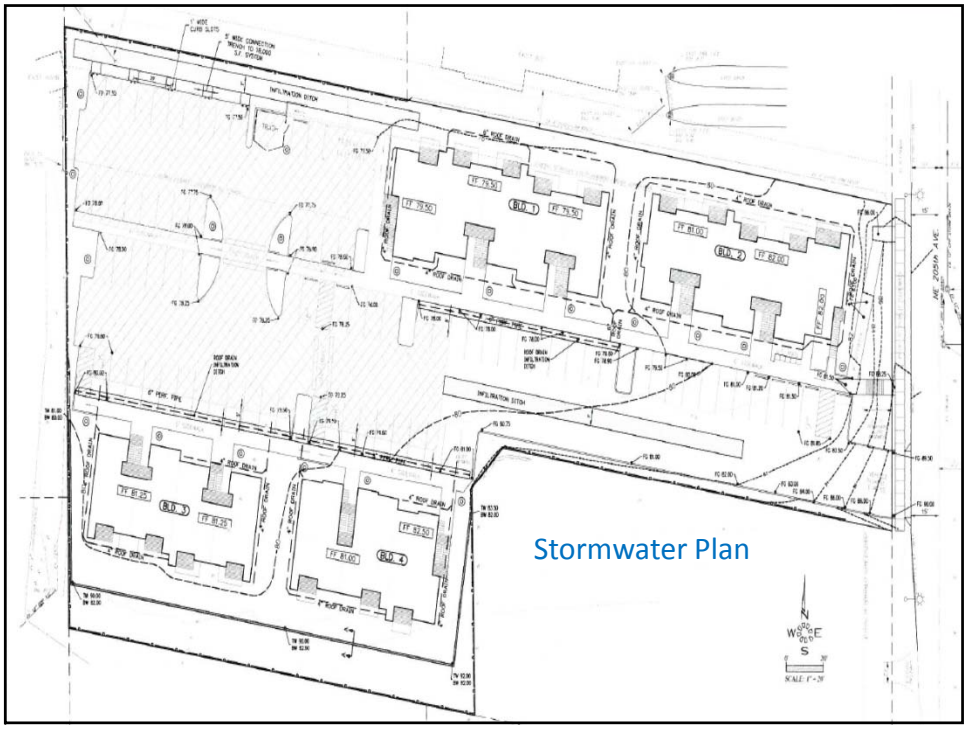
- Light Industrial
- Residential
- Residential Multi-family
- Residential (R-10)
- Corridor Commercial

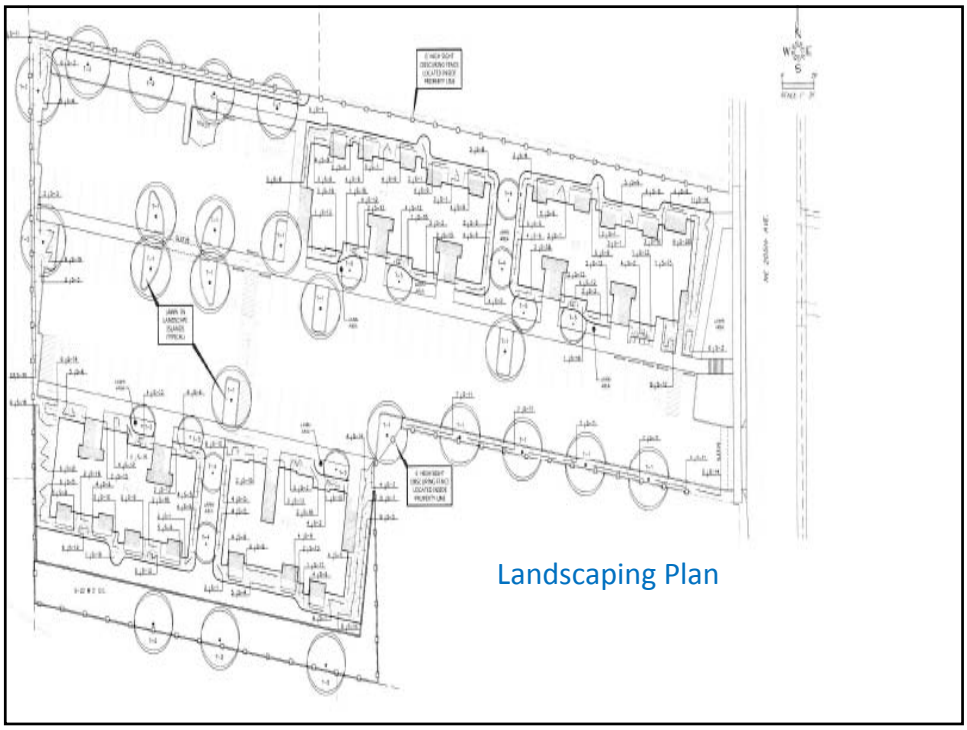

FAIRVIEW APARTMENTS
SEC. 28, T. 1 N., R. 3 W., W.M.
CITY OF FAIRVIEW
MULTNOMA COUNTY, OREGON
TAX LOT No. 602 - 78,964 S.F.-1.83 Ac.
EXISTING CONDITIONS & TREE CONSERVATION PLAN
FAIRVIEW APARTMENTS
SDR2


SEC. 28, T. 1 N., R. 3 W., W.M.
2645 N.E. 205th AVE., CITY OF FAIRVIEW
MULTNOMA COUNTY, OREGON
TAX LOT No. 602 - 78,964 S.F.-1.83 Ac.
Site Plan


Sewer Plan


Water Plan


Stormwater Plan


Landscaping Plan

Staff Recommendation

- Staff finds that the proposed application will meet the requirements of the City Code as conditioned, and recommends approval of this application subject to conditions listed and described in the Staff Report.

Planning Commission Alternatives

1. Approve the application based on the findings of compliance with the City's regulations and conditions of approval

2. Modify the findings, reasons, or conditions and approve the request as modified

3. Deny the application based on the Commission's findings

4. Continue the Public Hearing to a date certain if more information is needed.

Application 2016-23-DR: Fairview Apartments NE 205th

Site Composition

- In 2006 this site was approved for a multi-family development (four buildings/30+ residential units). This development wasn't built and the approved Design Review expired.

Existing Conditions Map

- The site sits below NE 205th and slopes from the south to the north on the west side of the lot.

Site Plan

- Ingress/Egress is from NE 205th which is a local Fairview Street.
- The applicant will be making street improvements and installing a 5 ft. sidewalk along the frontage of the property. Staff is requesting and made a condition of approval for the applicant to install appropriate street trees that meet city standards.
- The applicant did prepare a Transportation Impact Analysis
    - The proposed development will add 25 trips to the peak AM hour traffic and 30 trips to the PM peak hour
    - There is adequate capacity at the intersection of NE 205th and Sandy
    - Crash data doesn't indicate significant safety problems at this intersection. However, the adopted Sandy Boulevard Refinement plans indicates a potential sidewalk crossing near this intersection.
    - A condition of approval for the applicant is to reach out to the Multnomah County Transportation within 14 days of an approved site design review to discuss the Transportation Impact Analysis that was prepared and address that may be required per the county.

- The site plan meets all setback requirements.
- Maximum lot coverage is 70 % -- this site design proposes 67% of impervious surface which meets code.

- 33% of the site is common open space and will be landscaped as shown on the landscaping plan
- The driveway and drive aisle widths in the parking areas meet requirements
- The site provides for onsite circulation with sidewalks adjacent to the buildings that lead to NE 205th and crossings within the parking lot area.
- Based on the number of units 66 parking spaces are required the application exceeds this requirements and proposes 81 stalls of which 42 are covered, and 4 ADA stalls.
- The parking is broken up with landscaped islands per code requirements.
- The applicant is required to have 49 sheltered bike parking spaces. The applicant is proposing 32 covered spaced within the parking lot area. The 17 bike stalls not accounted for in the covered bike parking area can be sheltered within the private patio area of the units or within covered walkways per the City's bike parking standards. The application meets bike parking requirements.

Sewer Plan

There is an existing 8" sewer main in NE 205th which will be accessed. Buildings 1 & 2 flow into a 4" gravity main that flows into a 6" gravity main across the driveway entrance that connects Buildings 3 & 4 – it is at this location there is a pump station and a 4" sewer pressure main that connects into NE 205th.

Water

The site is served from a 12" water line from the ROW in NE 205th.

- The applicant will need to provide a fire flow verification report prior to building permits.
- A final water plan will need to be submitted and approved by City engineers.
- Backflow devices will need to be installed at appropriate locations.
- A Fire Access and Water Supply Plan will need to be reviewed and approved by Gresham Fire prior to receiving building permits.

Stormwater

The site is not currently served with stormwater infrastructure. The applicant submitted an engineered stormwater plan, and then provided additional information.

The area has a history of ponding due to topography the existing drainage pattern. There are two pipes that drain into the site: one 10 inch (northwest corner) and one 12 inch (southwest corner).

The applicant is proposing onsite infiltration as the sole method to mitigate the existing stormwater flow and new development flow run-off.

The proposed facilities have been designed to meet Fairview's standards.

The applicant is proposing infiltration trenches for offsite runoff as well as roof run off and collection.

The proposed facilities are sized to infiltrate the peak flow rate for a 100 year storm event.

The applicant provided a geotechnical report showing test pit information for infiltration rates. Engineering staff have requested additional test pit information prior to submitting for building permits – this is to provide more information in the area that ponds (northwest corner).

Stormwater Quality

The applicant proposes 18,000 sq. ft. of pervious concrete and infiltration swales. The entire parking lot area is proposed to be comprised of twelve inches (12") of open graded crush rock and six inches (6") of pervious concrete. Along the northern property line, a 180 ft. in length and 7 ft. in width infiltration trench is expected to intercept and carry the offsite stormwater runoff from the existing 10" piped. This infiltration trench has a total of five (5), 5 ft. wide connection trench with 1ft. wide curb slots that will serve as an emergency runoff outlet to the pervious concrete parking lot. This infiltration trench is expected to be 6 feet in depth with drainage rock that will be surrounded by filter fabric. The pervious concrete infiltration swale/trench is expected to detain the 15 inches per hour

infiltration rate percolating runoff into the ground. The roof run-off collections for the two buildings are also provided with infiltration trenches to accommodate for quantity and quality treatment.

The proposed stormwater/drainage plan does not show the existing 12”stormwater pipe near the southwest corner of the site being conveyed into an infiltration ditch/swale or an engineered system.

Stormwater Detention

Stormwater detention will be provided by infiltration trenches for the roof drains, and the other two larger trenches along the north property line and within the eastern parking lot area. The roof infiltration trenches have the capacity to infiltrate runoff at a design rate of 15 inches per hour and provide for storage for peak storm events when inflow rates exceed infiltration rates.

The City of Fairview engineering staff has concerns that the only method of stormwater management is through onsite infiltration with no emergency outlet to prevent onsite property flooding. The proposed stormwater system is designed to carry and detain a 100-year storm event which exceeds the city standard but no emergency outfall is proposed. City engineering staff would like the applicant to discuss and design options for an emergency stormwater outlet.

Conditions of Approval:

- The final engineered stormwater management plan shall discuss and design an option for an emergency stormwater outlet.
- Prior to the issuance of building permits the applicant shall prepare an Operations and Maintenance Agreement for private stormwater facilities and it shall be approved the Fairview Public Works department and recorded at the County.

<u>Landscaping</u>

The applicants landscaping plan meets city standards.

<u>Building Elevations</u>

The buildings meet height requirements. Range between 78 to 118 ft. in length which meets code requirements.

The buildings have offsets, vertical and horizontal siding, dormers and windows that break up the horizontal plane of the building and provide visual elements. The building form meets code requirements.

FAIRVIEW ELEMENTARY

Fairview, OR

Application

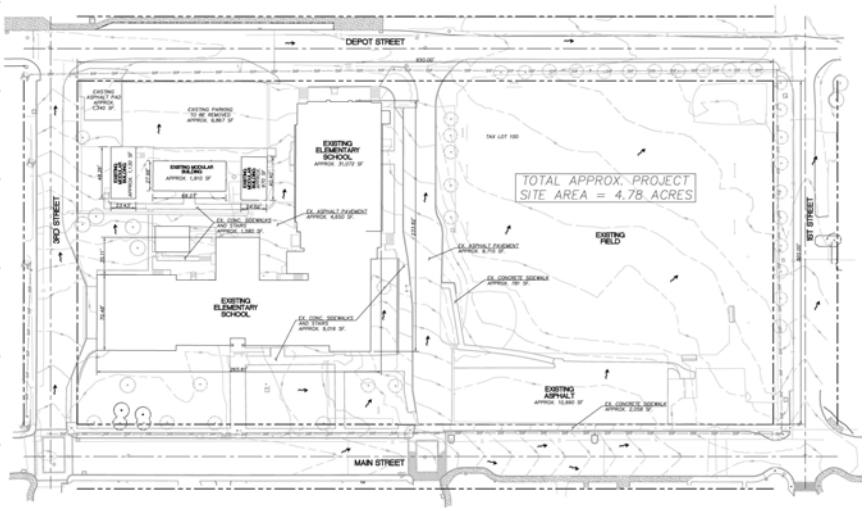
BLRB Architects seeks Design Review approval from the City of Fairview Planning Commission for replacement of Fairview Elementary on a 4.78 acre site owned by the Reynolds School district. The current building does not meet the needs of the school district, including accessibility, and has been determined to be a seismic risk.

Notices/Referrals

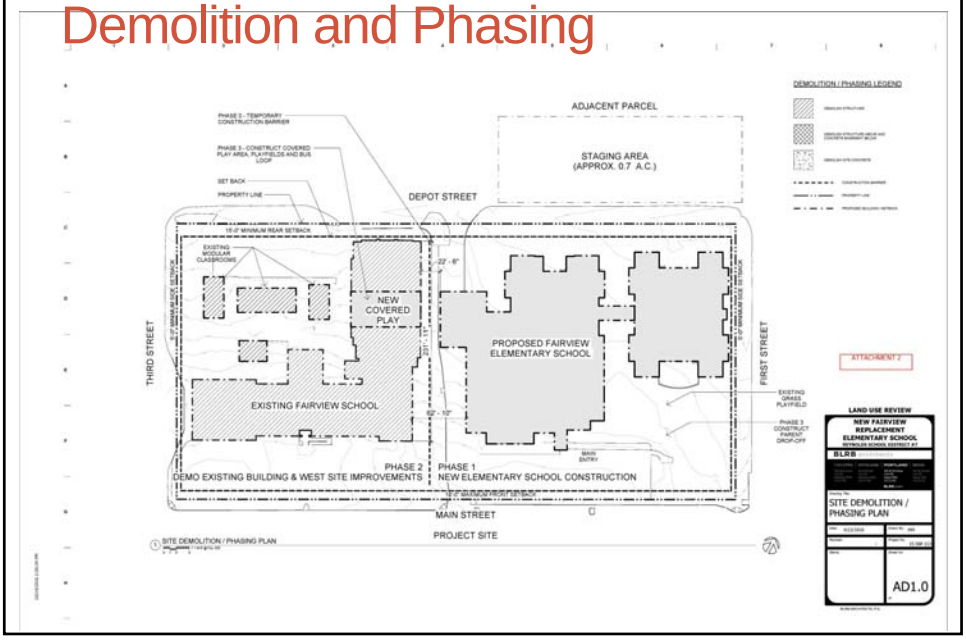
- Referrals sent to:
  - City of Fairview Public Works Department
  - Gresham Fire
  - Multnomah County Transportation Department
- Notices sent December 19th to property owners within 250 feet
- Notice published in the Gresham Outlook on December 20th.
- Site was posted on December 30th.
- As of January 10, 2017 the City has not received any public comments on the proposed application.

Vicinity Map

Existing Conditions



Demolition and Phasing

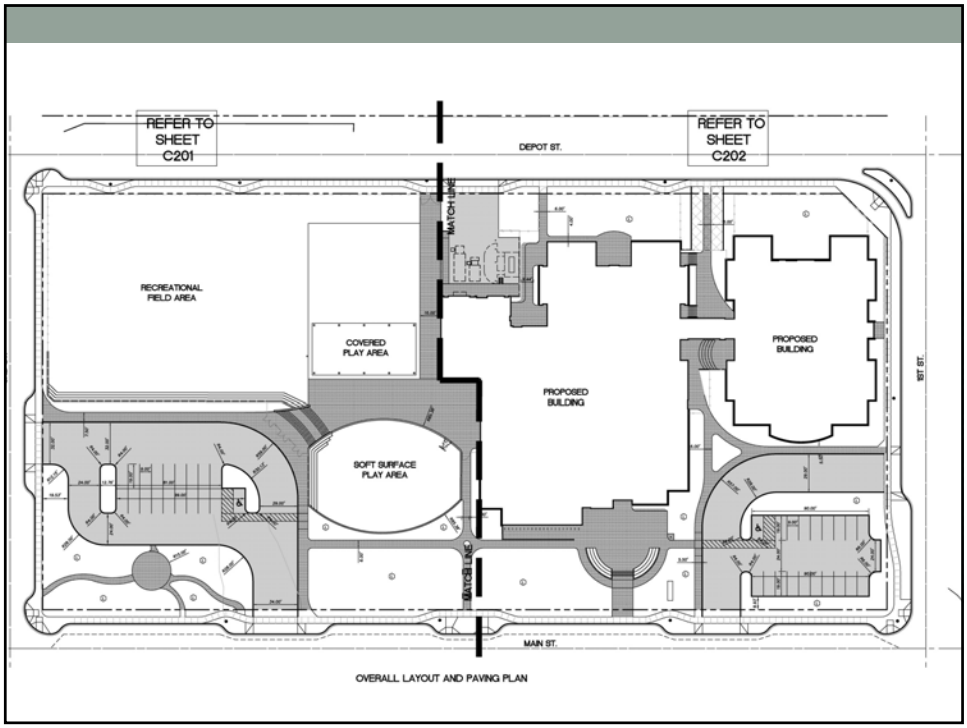


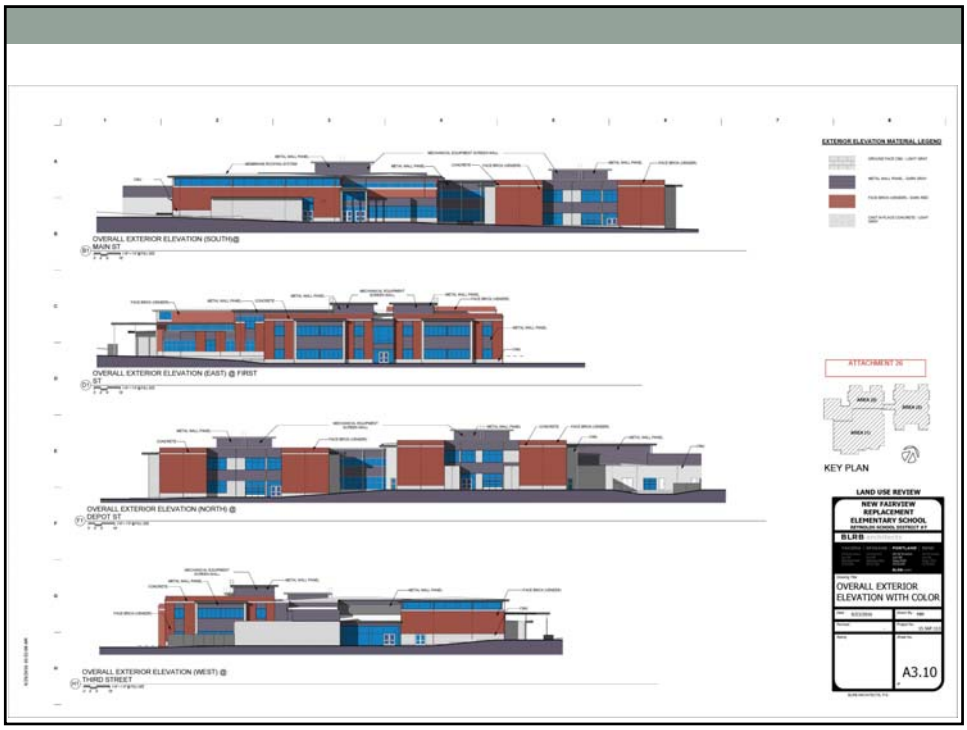
Proposed Development

- 72,000 square feet of buildings
  - 28 classrooms for 588 students
  - Gymnasium with high school size basketball court
  - Cafeteria and learning commons with stage
  - Library
  - Flexible / multipurpose space
- Outdoor Spaces comprise the remainder of the proposed development
  - Entry plaza
  - Outdoor learning and play spaces
  - Playfield large enough for U10 soccer
  - Two parking and drop off areas
- Vehicular access proposed via two entrance/exit points – one on First to Main for cars and one on Main to Second for buses
- Site grading with City-approved sedimentation and erosion control plan

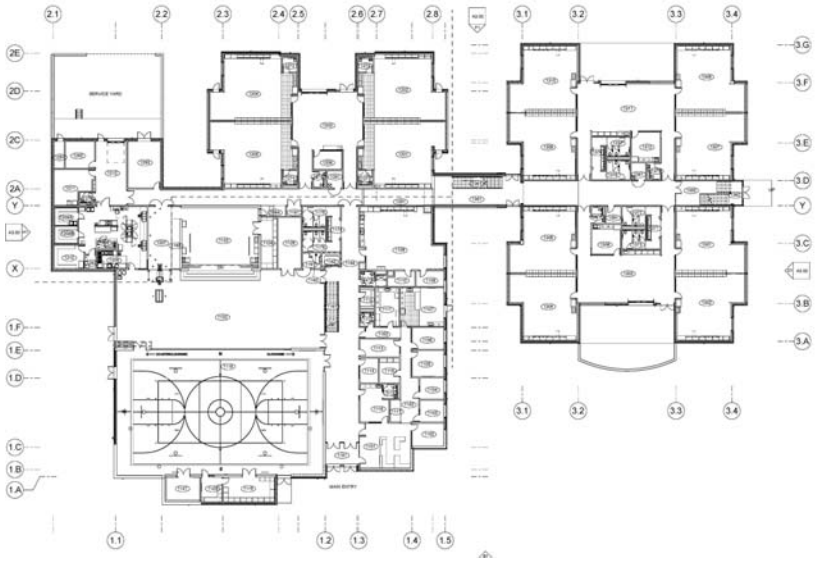
Applicable Review Criteria

- **Fairview Municipal Code (FMC) Title 19 (Development Code):**
  - Application Procedures
    - FMC 19.400 Administration of Land Use Review
    - FMC 19.412 Description of Permit Procedures
    - FMC 19.413 Procedures
  - Design Review Criteria (DRC)
    - FMC 19.424 Site Design Review Application Procedures
    - FMC 19.425 Site Design Review Application Submission Requirements
    - FMC 19.426 Site Design Review Approval Criteria
    - FMC 19.108 Community Service/Parks Overlay
    - FMC 19.30 Residential
    - FMC 19.30.100 Design Standards
    - FMC 19.30.110 Special Standards for Certain Uses
    - FMC 19.162 Access and Circulation
    - FMC 19.163 Landscaping, Street Trees, Fences and Walls
    - FMC 19.164 Vehicle and Bicycle Parking
    - FMC 19.165 Public Facility Standards
    - FMC 19.170 Sign Regulations
    - FMC 19.520.030 Class B variances

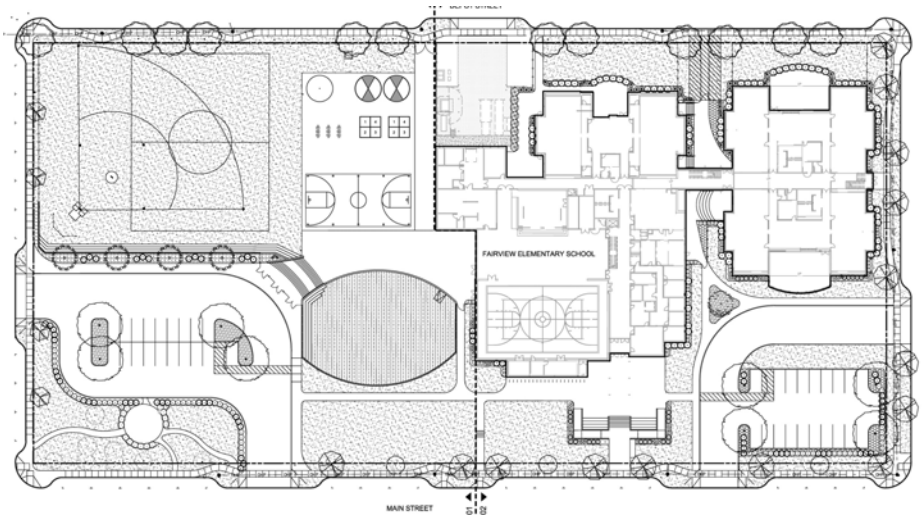

REFER TO SHEET C201
REFER TO SHEET C202
DEPOT ST.
MATCH LINE
RECREATIONAL FIELD AREA
COVERED PLAY AREA
PROPOSED BUILDING
PROPOSED BUILDING
SOFT SURFACE PLAY AREA
1ST ST.
MAIN ST.
OVERALL LAYOUT AND PAVING PLAN


EXTERIOR ELEVATION MATERIAL LEGEND
OVERALL EXTERIOR ELEVATION (SOUTH)@ MAIN ST
OVERALL EXTERIOR ELEVATION (EAST) @ FIRST ST
OVERALL EXTERIOR ELEVATION (NORTH) @ DEPOT ST
OVERALL EXTERIOR ELEVATION (WEST) @ THIRD STREET
ATTACHMENT 26
KEY PLAN
LAND USE REVIEW
NEW FAIRVIEW REPLACEMENT ELEMENTARY SCHOOL
BLRB
OVERALL EXTERIOR ELEVATION WITH COLOR
A3.10

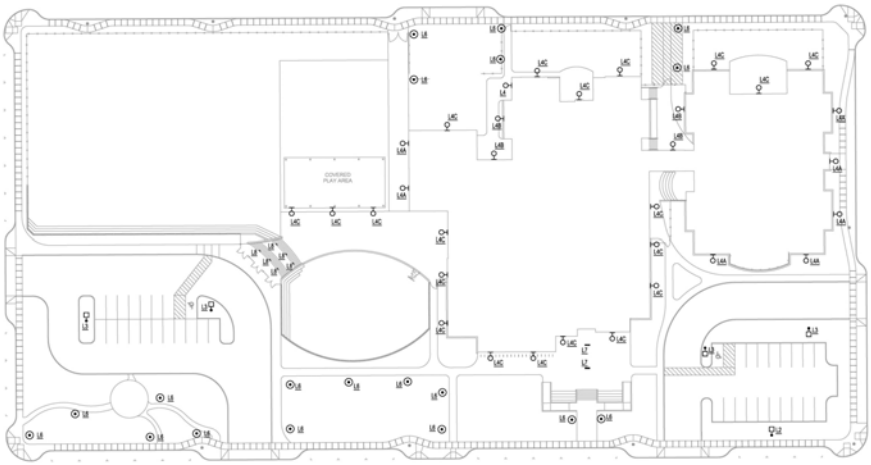
Floor Plan (First Floor)



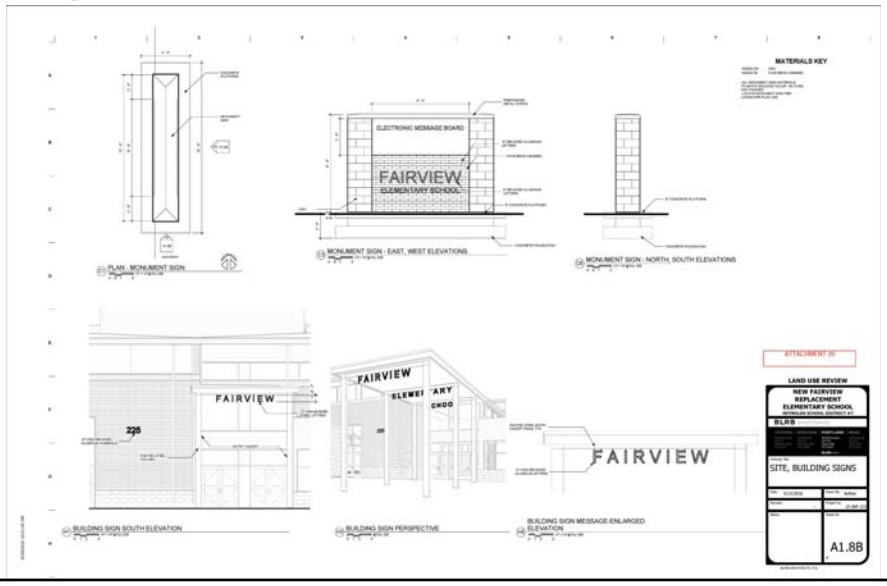
Landscape Plan



Lighting Plan



Signs



Staff Recommendation

- Staff finds that the proposed application will meet the requirements of the City Code as conditioned, and recommends approval of the site design review and variance for bicycle parking subject to conditions listed and described in the Staff Report.

Planning Commission Alternatives

1. Approve the application based on the findings of compliance with the City's regulations and conditions of approval
2. Modify the findings, reasons, or conditions and approve the request as modified
3. Deny the application based on the Commission's findings
4. Continue the Public Hearing to a date certain if more information is needed.

Questions?