



MINUTES
PLANNING COMMISSION MEETING
1300 NE Village Street
Fairview, OR 97024
Tuesday, September 25, 2018

PRESENT: Ed Jones, Chair
Russell Williams, Vice Chair
Hollie Holcombe
Jeff Dennerline (by phone)
Steven Hook

ABSENT: Les Bick

STAFF: Sarah Selden, Senior Planner
Eric Rutledge, Associate Planner
Devree Leymaster, City Recorder

1. CALL TO ORDER

Chair Jones called the meeting to order at 6:33 PM.

2. CITIZENS WISHING TO SPEAK ON NON-AGENDA ITEMS

None.

3. PUBLIC HEARING

a. Application 2018-40-CUP:

Zaloznik Duplexes (NE 202nd and NE Oregon – Esther Estate Subdivision)

Chair Jones read the Open Hearing Statement for a Quasi-Judicial Hearing and Associate Planner Rutledge cited the applicable criteria.

AP Rutledge presented the staff report. (*Exhibit A*) The application is for a conditional use permit for two duplexes, each with two units, for a total of four units. Each duplex will have four parking spaces, 2 spaces per unit, for a total of eight. Access will be from a private driveway off Oregon Street. The site location is in Esther Estates subdivision. Lot three and four will each have one duplex and lot five will have the easement to access lots three and four. AP Rutledge reviewed the key conditions of approval and commented staff recommends approval of the application subject to the conditions of approval listed in the staff report.

Applicant Chris Zaloznik, Gresham, OR commented they are willing to accept and comply with the recommendations. He noted lot five has some unique issues that would make it difficult to build on; hence, use as access.

Chair Jones asked if anyone would like to speak in favor of, neutral, or opposition of the application.

Chair Jones inquired if the six locust trees are deemed not a nuisance and are protected; what impact will they have on the site plan. AP Rutledge replied the six trees are located in the rear and to the side on lot four. They should not affect the site plan. He noted the trees identified for potential protection are in the landscape area.

Chair Jones asked about the incomplete building form and design standards within the drawings. AP Rutledge commented staff is comfortable reviewing these issues during the submittal/approval process for a building permit application. Chair Jones remarked about the emergency turn around and if Fire provided direction for what is acceptable. AP Rutledge answered Fire did provide options to the applicant. This too will be reviewed during the building permit process.

SP Selden clarified the application was forwarded to the Commission because of the Conditional Use permit. The recommendations by staff are clear and objective, and can be reviewed for compliance during the building permit process.

Chair Jones queried if the Commission should see the changes i.e. trees, fire access, design, etc. and provide input or if staff should review for compliance based on code guidelines.

Vice Chair Williams iterated that staff would not approve for building permits unless all criteria and conditions had been met. SP Selden confirmed yes. Commissioner's Holcombe, Hook and Dennerline supported staff reviewing for compliance.

Chair Jones closed the public hearing.

Commissioner Hook proposed clarifying the qualified professional in the conditions for tree preservation be identified as an arborist.

Commissioner Holcombe noted the duplexes are two story and the homes in front of them are one story. The information provided did not make this clear.

Vice Chair Williams moved to approve application 2018-40-CUP with the conditions of approval and Commissioner Holcombe seconded. The motion passed unanimously.

Ayes: 5

Nays: 0

Abstained: 0

4. COMMISSION AND STAFF UPDATES

Commissioner Holcombe inquired if applicants could be asked to a better job with materials they submit. There are often errors in the drawings and they aren't complete enough to be a good reference tool.

Commissioner Hook inquired what the process is for a complete application. SP Selden answered the FMC has a specific list of items that need to be submitted, which are somewhat broad. Staff uses a checklist based on the list to ensure an application is complete. The quality of what is being submitted and whether it meets the criteria is not required to deem an application complete.

Commissioner Hook requested more visuals (drawings, pictures) be included in the packet. AP Rutledge commented staff can include the visuals they use for the presentations.

SP Selden reported the results of the appeal to the City Council. They overturned the Commissions denial with conditions of approval from staff and with the clarification that the applicant may use 200 sq. ft. of office space on a temporary one year basis; then the space must be leased to a distinct non-accessory use. The Commission requested the review of "mixed use"

be included in the code improvement amendments list as a high priority. SP Selden noted the Building Code uses 10% as the break for determining mixed use; it can be helpful to base code on other industry standards.

5. TENTATIVE AGENDA – OCTOBER 9, 2018

- Public Hearing – Request to Amend Sign Code Regulations
- Briefing Urban Renewal Plan

6. ADJOURNMENT

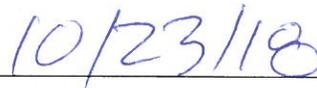
Meeting adjourned by consensus at 7:38 PM.



Devree A. Leymaster
City Recorder



Ed Jones
Chair



Date

A complete recording and/or video of these proceedings is available.
Contact the City of Fairview City Recorder Office, 1300 NE Village St., Fairview, OR 97024, (503) 674-6224.

**FAIRVIEW
PLANNING COMMISSION
PUBLIC HEARING**

2018-40-CU
Zaloznik Duplex

September 25, 2018

The logo of the City of Fairview, Oregon, featuring a sun, mountains, and water within a circular seal.

APPLICATION

Conditional Use Permit application for a new development on two parcels in the Residential zone including:

- Two duplexes, (4) four units total
- 2,424 SF per duplex, or 1,212 SF per unit
- (4) four parking spaces per duplex, or 2 per unit
- New driveway, landscaping, and utilities

SITE LOCATION



SITE LOCATION



SITE LOCATION



Approximate Site Boundaries

SITE LOCATION



Heading north from 202nd/Oregon St

NOTICES/REFERRALS/TESTIMONY

Notice of Public Hearing

- Aug 31: Mailed to property owners within 250 ft. of the site.
- Sept 4: Published in the Gresham Outlook
- Sep 14: Sign was posted on the site

Referrals

- Rockwood Water PUD, Gresham Fire, Fairview Public Works

Written Testimony

- By noon on the hearing day, no written testimony received

APPLICABLE CRITERIA

Application Review Procedures

- 19.400 Administration of Land Use and Development Review
- 19.412 Description of Permit Procedures
- 19.413 Procedures
- 19.440 Conditional Use Permits

Land Use Districts

- 19.30 Residential District

Design Standards

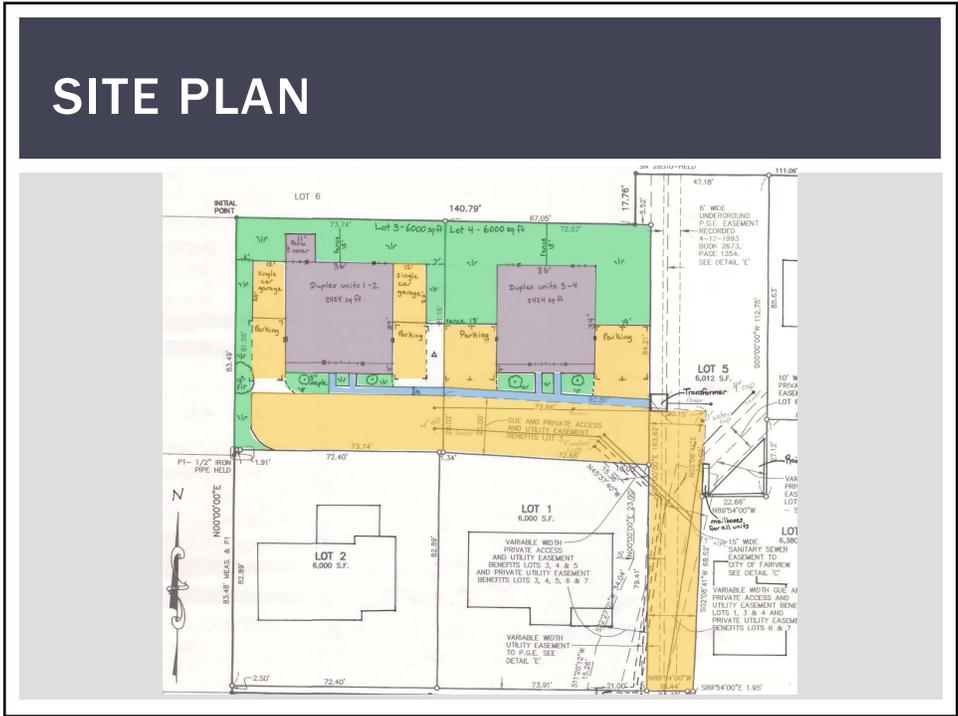
- 19.162 Access and Circulation
- 19.163 Landscaping, Street Trees, Fences and Walls
- 19.164 Vehicle and Bicycle Parking



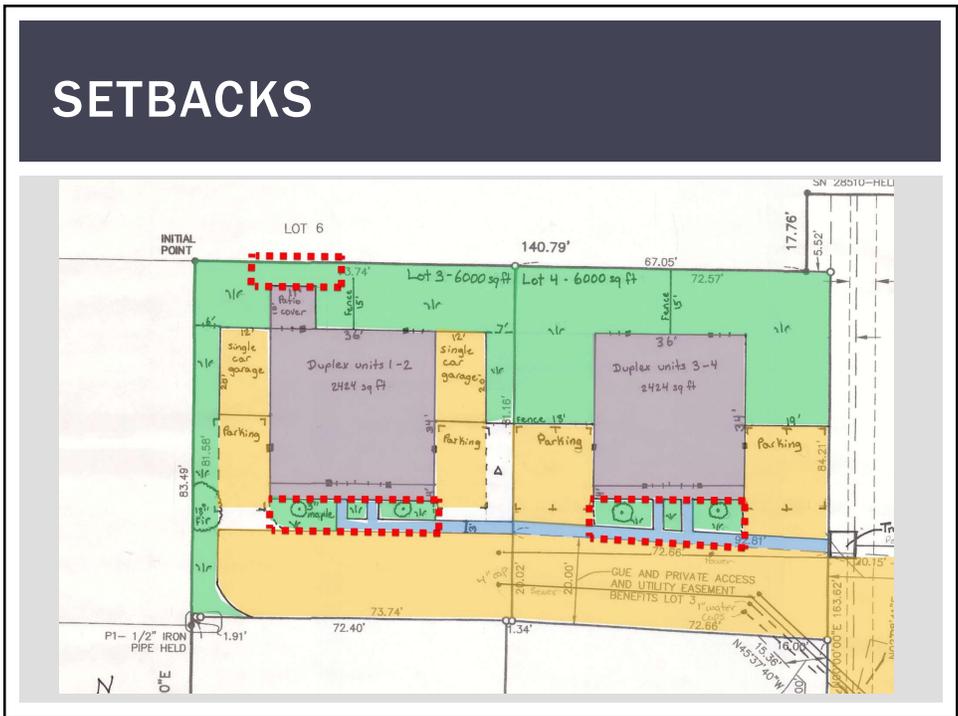
ALLOWED USES

<p>Residential</p> <ul style="list-style-type: none"> a. Single-family detached b. Single-family detached zero-lot line* c. Accessory dwellings* d. Accessory uses and structures (other than accessory dwellings)* e. Manufactured homes on individual lots* <li style="border: 2px solid orange; border-radius: 50%; padding: 2px;">f. Two-family –Duplex (CU)* 	<p>*Subject to standards in FMC 19.30.110, Special standards for certain uses</p> <p style="text-align: right;">CU = Conditional Use</p>
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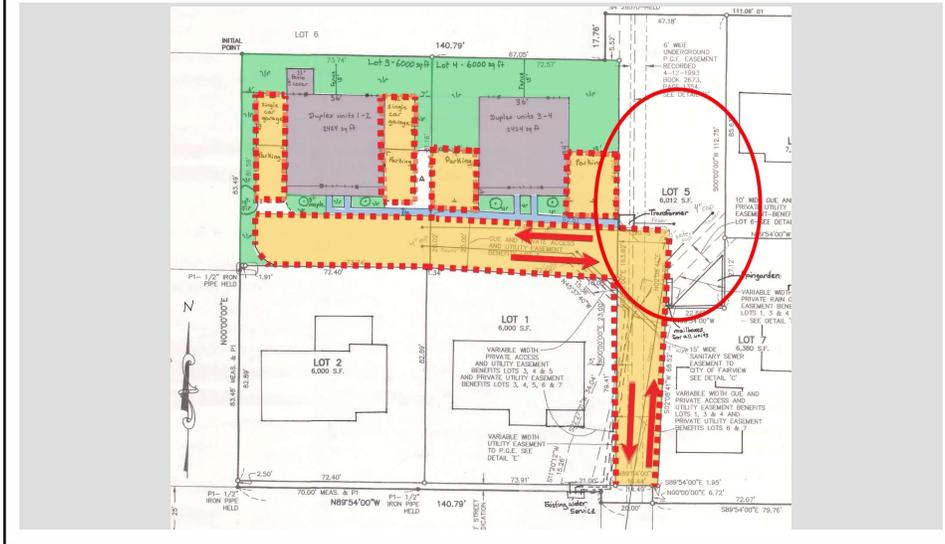
SITE PLAN



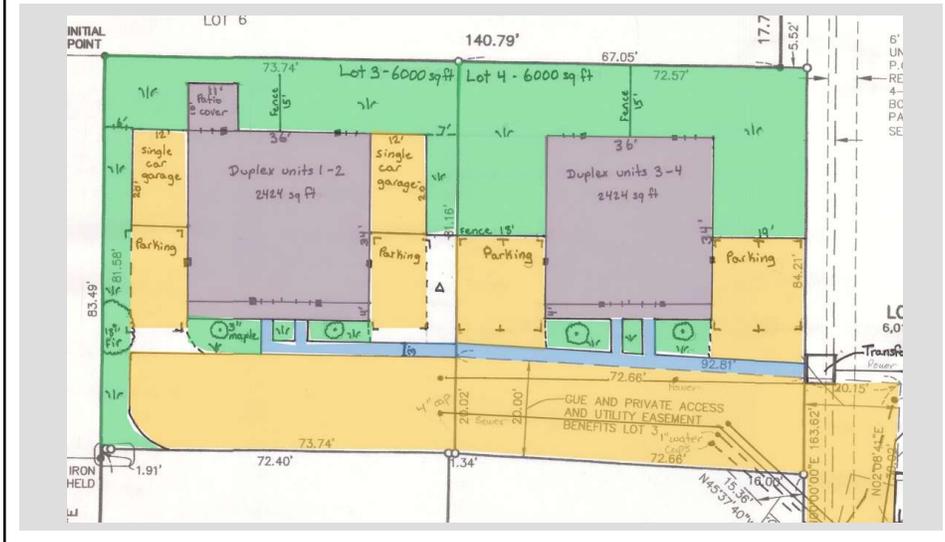
SETBACKS



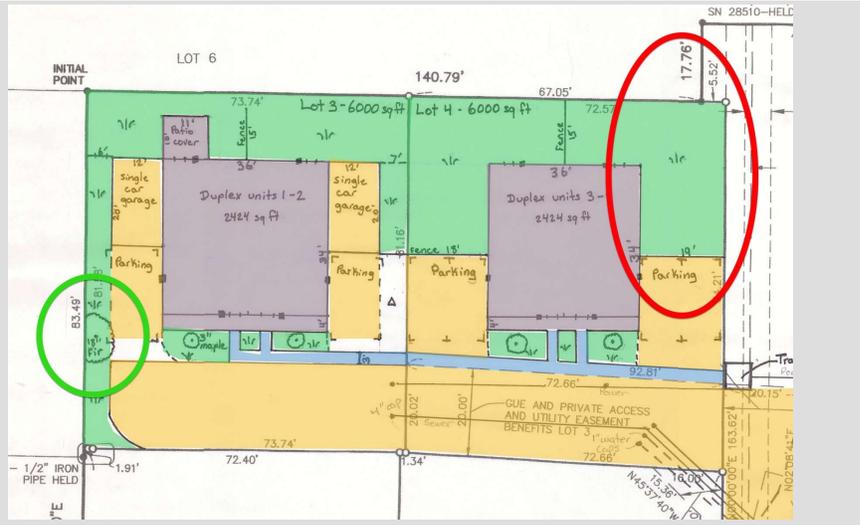
SITE ACCESS & PARKING



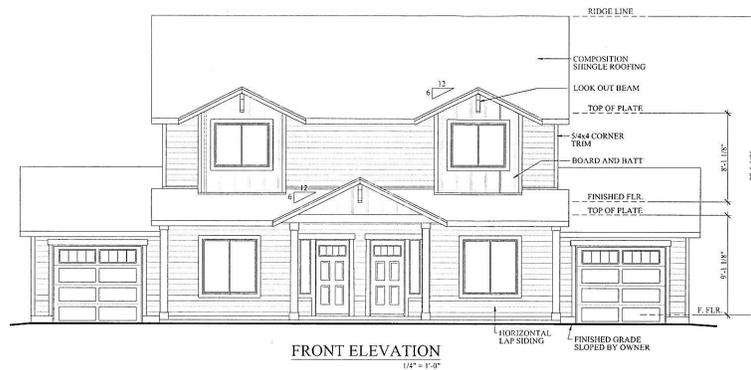
PEDESTRIAN CIRCULATION



LANDSCAPING & TREE PROTECTION



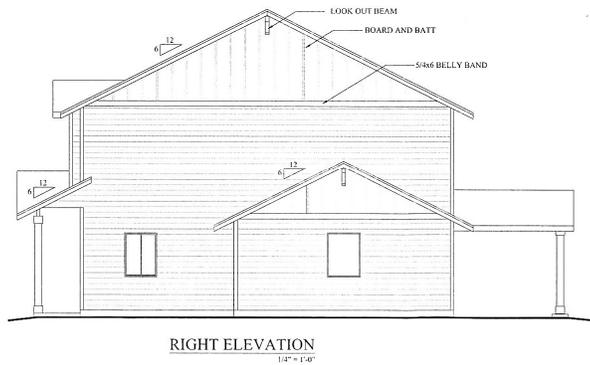
BUILDING DESIGN - LOT 3



BUILDING DESIGN – LOT 3

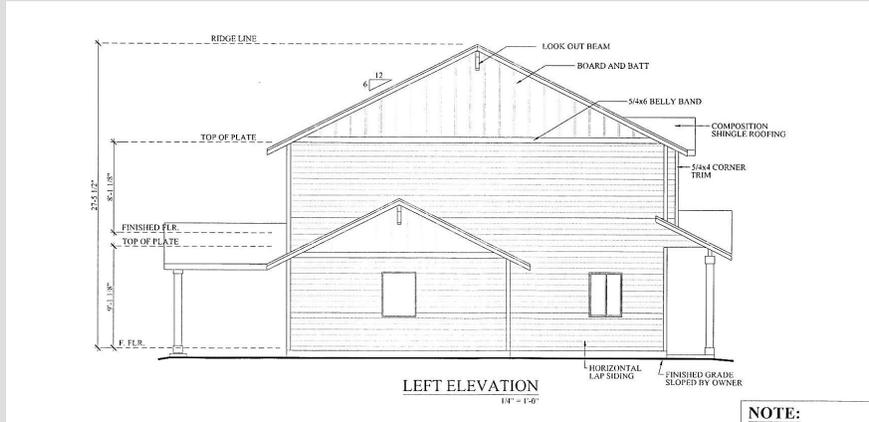


BUILDING DESIGN – LOT 3



NOTE:
EXTERIO
ESTIMAT
CLEARIN

BUILDING DESIGN – LOT 3



PUBLIC FACILITIES

- All transportation improvements were made as part of the Esther Estates Subdivision
- Water & sewer available from NE Oregon St.
- All stormwater from the development site to be managed in accordance with the Portland Stormwater Manual
- Fire improvements, such as a new public hydrant, may be required

KEY CONDITIONS OF APPROVAL

- **D1** The applicant shall submit a revised, scaled site plan that shows the front setback for each building to be between 10-30 ft. from the private access easement.
- **B1** The applicant shall submit a revised site plan and building elevations that show compliance with the 15 ft. rear setback.

KEY CONDITIONS OF APPROVAL

- **B2** The applicant shall submit revised architectural drawings that show the duplexes comply with the building form and detailed design architectural standards in FMC 19.30.100

KEY CONDITIONS OF APPROVAL

- **D4** The applicant shall submit a revised site plan that shows one of the two pedestrian paths connecting building entrances on the same lot to be at least 5 ft. in width. If both pedestrian paths are retained, both shall be at least 5 ft. in width.

- **B2** The applicant shall submit a revised site plan that includes a turn-around location for emergency and service/delivery vehicles in conformance with the Uniform Building Code and approved by Gresham Fire.

KEY CONDITIONS OF APPROVAL

- **D7** The applicant shall submit a revised site plan showing a greater variety of vegetation including at least three different species of trees or shrubs and one ground cover.

- **E1** The 18" fir tree and six (6) locust trees at the east end of Lot 4 shall remain on site and be protected through construction. If the locust trees are determined to be nuisance plants, they may be removed.

STAFF RECOMMENDATION

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

PLANNING COMMISSION ALTERNATIVES

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

EXHIBIT 1: BUILDING DESIGN – LOT 4	
Building form	Building form feature
Front elevation - top	Two (2) gables with projections
Front elevation - bottom	(1) patio, (1) canopy extension
Rear elevation - top	None
Rear elevation - bottom	None
Left side - top	None
Left side - bottom	None
Right side - top	None
Right side - bottom	None

EXHIBIT 2: BUILDING DESIGN – LOT 4	
Detailed design	Design feature
Front elevation	Covered porch, off-sets in building face
Rear elevation	Eaves
Left side	Eaves, gable, decorative pattern
Right side	Eaves, gable, decorative pattern