



MINUTES  
PLANNING COMMISSION MEETING  
1300 NE Village Street  
Fairview, OR 97024  
Tuesday, April 13, 2010

PRESENT: Keith Kudrna, Vice Chair  
Steve Kaufman  
Jan Shearer  
Jack McGiffin  
Gary Stonewall  
Julius Arceo

ABSENT: Ed Jones, Chair

STAFF: John Gessner, Community Development Director  
Lindsey Nesbitt, Senior Planner  
Erika Rence, Assistant Planner  
Devree Leymaster, Admin. Program Coordinator

**1. CALL TO ORDER**

Vice Chair Kudrna called the meeting to order at 6:30pm.

**2. CITIZENS WISHING TO SPEAK ON NON-AGENDA ITEMS**

Vice Chair Kudrna called for any person wishing to speak on a non-agenda item. As there was none; moved to the public hearing.

**3. PUBLIC HEARING**

**File No. 10-7-ZC**

**Minor Code Amendments**

Vice Chair Kudrna opened the public hearing and read the Legislative Hearing Statement. Hearing no conflicts of interest or ex-parte contact by the Commission, the hearing began with Senior Planner Nesbitt reviewing the staff report.

Senior Planner Nesbitt reviewed each of the minor code amendments previously discussed in a February 2010 commission work session. She inquired if the Commission had questions or comments.

Commissioner Shearer inquired if a fee would be imposed when an additional 1-year final plat extension was requested (section 1). Staff responded, yes, a fee would be imposed. Staff would add the fee information to the code language.

Commissioner Shearer requested clarification regarding the language for the 40% allowance for compact parking spaces (section 5); on-site parking vs. associated use parking. Following Commission discussion it was agreed the language 'for the associate use' would be deleted, clarifying that the 40% allowance only pertained to on-site parking.

Vice Chair Kudrna inquired if any person would like to speak in favor of, opposition of, or neutrally about the discussion item. Hearing none, Vice Chair Kudrna opened the floor for Commission discussion. Hearing none, Commissioner Stonewall moved to recommend approval of 10-7-ZC Minor Code Amendments to the City Council with changes to section 1 and section 5; Commissioner Kaufman seconded; and Vice Chair Kudrna called for a roll call.

AYES: 6  
NOES: 0  
ABSTAINED: 0

Recommendation of approval for 10-7-ZC, Minor Code Amendments, to City Council for adoption was approved.

#### **4. REGULAR WORK SESSION**

a) Election of Secretary to Planning Commission

Director Gessner presented the discussion item, stating that the Fairview Municipal Code stipulates the Planning Commission elect a secretary. This requirement came to light recently when a Planning Commission recorder/secretary signature was required on a document. Staff recommended approving the resolution in which the duties being performed by Staff would remain the same and the Community Development Director would continue administrative authority over the staff person.

Commission responses were why now and why change when there was no real change being made. Instead of complying with a flawed code, why not correct the poor code language. The Commission agreed that the secretary for the Planning Commission should be tied to a staff position, not a person, and the Community Development Director should have delegation and authority over the position.

The Commission agreed by consensus to take no action. Director Gessner agreed to consult with the City Attorney.

b) Fairview Woods Master Plan Adoption

Director Gessner presented the draft master plan document, commenting that there could be some minor editing changes, but the core content would not change from the draft to the final. Director Gessner stated that the Parks & Recreation Advisory Committee had approved the recommendation of approval of the Fairview Woods Master Plan to the Planning Commission. Staff was requesting approval of the Planning Commission to forward a resolution to City Council to adopt the Fairview Woods Master Plan. The Commission agreed by consensus to recommend approval to the City Council.

c) Annual Report

Director Gessner reviewed the annual report that would be, if approved, presented to the City Council. The report summarized the work done and highlighted the achievements of the Planning Commission during 2009. The Commission approved the report unanimously. The Chair and Vice Chair would present the report at the May 5 City Council.

#### **5. STAFF UPDATES**

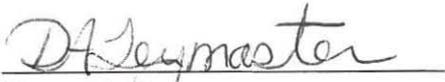
- a) City Council review of the Sign Code Ordinance.
- b) Budget Update: 8% overall cuts to the Community Development Department.

- c) Code Enforcement Court Case: ruling was in favor of the City in a recent riparian buffer violation case.

**6. NEXT PLANNING COMMISSION MEETING – May 11, 2010**

**7. ADJOURNMENT**

Meeting adjourned by consensus at 7:15pm.



Devree A. Leymaster  
Administrative Program Coordinator  
Community Development Dept.

Keith Kudrna, Vice Chair



Date: MAY 25, 2010