

PLANNING COMMISSION MEETING
April 21, 2010

The Bay City Planning Commission met in regular session on April 21, 2010. Chair Terry Griffin called the meeting to order at 6:00 p.m. Commission members present were Terry Griffin, John Sollman, Phyllis Wustenberg and Judy Wadley. Also present were City Council member John Gettman, City Planner Sabrina Pearson and Commission Secretary Linda Downey.

MINUTES

Motion by John, second by Judy, to approve the minutes of the 03/17/2010 meeting as presented. Motion passed unanimously.

VISITORS' PRESENTATION

None

UNFINISHED BUSINESS

None

NEW BUSINESS

None

OTHER

A. 2009 Senate Bill 796 and the New Statutory Reporting Requirements

The 2009 Senate Bill No. 796 requires local entities to report their requirements on the burial of human remains in their jurisdiction to the Oregon Mortuary and Cemetery Board. The Oregon Mortuary and Cemetery Board will collect requirements from each entity and provide the information to the general public.

Bay City does not have an ordinance that provides for the burial of human remains within the jurisdiction of Bay City.

Discussion was held about the requirements should the City annex property that includes a cemetery, or if a property owner requests to establish a cemetery. Both issues would require an amendment to the ordinance.

Phyllis was not feeling well and left the meeting at 6:15 p.m.

Sabrina will work with Linda on the report to the Oregon Mortuary and Cemetery Board.

B. Development Ordinance and Comprehensive Plan Amendments

John Sollman noted that the information provided by Sabrina did not include all of the amendments that are still under review by the Planning Commission. John will review his list of amendments and consult with Sabrina.

Discussion was held on Section 3.257, Implementation (of an Erosion and Sediment Control Permit.)

John Sollman suggested the term “Large Scale Development” be removed and replaced with “Planned Development.” The question was raised as to the length of time a Maintenance Bond would be held on a project. Sabrina said that Public Works Superintendent David Pace was researching the bonding information. Sabrina will continue to work on Section 3.257 and the Planning Commission will review it at the next Planning Commission meeting.

Other topics of discussion included development of property with a 25% or greater slope. At a previous Planning Commission meeting, the requirements for developing this type of property were discussed. A decision had been made to require a developer to attend an informative public meeting for surrounding property owners. John Sollman and Sabrina feel it is important to require a Conditional Use Permit for development on property with a 25% or greater slope. Sabrina will revise the section for the Planning Commission’s review.

John Sollman noted that several people working informally and in tandem to develop properties in an area would not be subject to major development conditional use requirements. They would be considered a De Facto Joint Venture, and the Development Ordinance should recognize such a business structure as a Developer for the purpose of Planning Commission authority.

Terry felt it was very important for the City to obtain an engineer that is qualified to inspect development in geologic hazard areas during all phases of a project. The engineer could insure critical issues such as grading, erosion control and drainage requirements are met.

Sabrina will work to simplify the language in the Public Utility Improvement Section.

John Sollman noted that the Definition Section should be limited to definitions and not define standards, regulations or restrictions.

Guidelines and regulations for a Community Garden were discussed at length. Discussion included the types of fencing, property access, water connections, maintenance, compost bins, accessory structures, and on-site parking. Sabrina would like to see different standards for gardens located in the downtown area as opposed to gardens located in residential areas. Placing the information into a standard ordinance rather than the development ordinance was discussed. Sabrina will revise the guidelines and submit the section to the Planning Commission members.

Sabrina proposed the High Intensity Zones be renamed to include Commercial, Industrial and Downtown Commercial. John Sollman suggested the term High Intensity be removed and the zones named East Commercial Zone or East Industrial Zone etc. This will also require a revision to the Comprehensive Plan.

Sabrina suggested that Residential development including: Manufactured Dwelling Subdivision, Single Family or Duplex, Multiple family, or Planned Developments should not be permitted in the Industrial, Commercial or Downtown Commercial Zones.

John Sollman suggested changing the term Manufactured Dwelling Subdivision to Manufactured Dwelling Development.

Sabrina will bring all revisions back from the Planning Commission's review.

**PLANNING COMMISSION, CITY PLANNER AND CITY COUNCIL,
CONCERNS**

Sabrina told the Planning Commission that FEMA has issued new flood maps. FEMA is requiring that the City adopt the maps by the end of the year. Sabrina has some concerns that the maps were not completely accurate. New lidar maps are much more accurate and will available in two years. Sabrina will bring FEMA's new flood maps for the next meeting.

ADJOURNMENT

Motion by John, second by Judy, to adjourn the meeting at 8:00 p.m. Motion carried.

Respectfully Submitted,

Linda Downey
Planning Commission Secretary