

MINUTES

1 **1. CALL TO ORDER**

2 President John Swanson called the meeting to order at 7:00 p.m.

3
4 **2. ROLL CALL**

5 **Commissioners Present:** John Swanson, Andy Groh, John Schulte, Mary Newell, Rich Spofford
6 Tory Banford, Carol Kowash

7 **Staff Present:** Chase Ballew, City Planner; Tom Gilson, Public Works Supervisor; Troy Skinner,
8 Building Official; Benjamin Curry, Recorder

9
10 **3. APPROVAL OF MINUTES**

11 Mr. Swanson presented the minutes of the regular meeting of April 9th, 2024.

12 Ms. Newell made a motion to approve the minutes as written, Mr. Groh seconded the motion. The
13 motion passed unanimously.

14
15 **4. PUBLIC COMMENT (3 minutes per person)**

16 There were none.

17
18 **5. PUBLIC HEARING – A**

19 **SUB 24-02 West Valley Industrial Park – Ken Perkins**

20 Mr. Swanson opened the public hearing at 7:03 p.m. He introduced the agenda item, the rules for
21 public testimony, and the quasi-judicial proceedings to follow. No ex-parte contact or conflicts of
22 interest were declared.

23
24 **STAFF REPORT**

25 Mr. Ballew read from the staff report and summarized the application and the criteria for approval.
26 Staff recommends that SUB 24-02 be approved as written with conditions.

27 Mr. Swanson inquired about the designation of the proposed streets. Mr. Ballew said they would be
28 considered shared access ways and that the code does not allow for the designation of private
29 streets.

30 Ms. Kowash asked about maintenance responsibility for the streets. Mr. Ballew confirmed that a
31 maintenance agreement would need to be recorded.

32 Mr. Groh and Mr. Ballew discussed the need for a waiver of remonstrance and the development
33 code standards for street width.

34
35 **APPLICANT PRESENTATION**

36 **Ken Perkins – 4925 Livermore Road, Dallas, OR 97338**

37 **Charles Fischer – Locke Engineers 289 E Ellendale Ave #703, Dallas, OR 97338**

38 **Fred Evander – 746 SE Shelton Street, Dallas, OR 97338**

39 Mr. Perkins shared a brief overview of his development history in the City of Dallas and noted that
40 this is his third application before the planning commission for this plot of land. He noted that the
41 previously approved storage facility was redesigned to accommodate the future extension of Ana
42 Avenue. He stated that his original intention was for Ana to be gated for fire safety and to preclude
43 sending industrial traffic through a residential zone. He shared his plan for the industrial lots to be
44 sold, providing owners with the opportunity to invest in their property. Mr. Perkins summarized the
45 design process to date and the different iterations that have been proposed, emphasizing his goal to
46 provide a development that works with the city's needs.

47 Mr. Evander raised concerns with Condition 2.) of the staff report regarding street standards and

48 issues with the language in Condition 4.e) requiring development to meet an undetermined future
49 standard as opposed to the standards at the time of approval.

50 In reference to Fir Villa Road, Mr. Fischer noted that there are no more wetlands credits on the lot to
51 accommodate changes to the access way without the removal of Lot 1.

52
53 **PUBLIC TESTIMONY**

54 There was none.

55
56 **REBUTTAL**

57 No rebuttal was provided due to lack of public testimony.

58 Mr. Swanson closed the Public Hearing at 7:59 p.m.

59
60 **DELIBERATIONS**

61 Mr. Shetterly noted for the record that Chapter 4.3 of the staff report references DDC.3.4.015.J.3
62 which requires that all local and collector streets that stub into a development site shall be extended
63 within the site to provide “through circulation...” which would preclude a gated entrance on Ana
64 Avenue.

65 Ms. Kowash concurred that it’s really clear Ana Avenue will need to go through there in the future
66 and it’s important to approve a design that accommodates it.

67 Mr. Banford shared that he does not strongly support condition 1 which requires that Lot 1 be
68 moved and believes the applicant is doing their due diligence.

69 Mr. Schulte stated it’s a matter of fairness to not require a business to meet an unknown future
70 standard.

71 Mr. Spofford concurred the driveway should have to meet the standards applicable at the time of
72 approval of the application. He believes Ana Avenue will need to be extended and does require
73 through circulation, while a waiver of remonstrance is not favorable, he agrees the burden should be
74 with these properties.

75 Mr. Banford supports using local street standards for the extension of Ana Avenue and does not
76 believe the access off of Clow Corner Road would require the relocation of Lot 1.

77 Mr. Swanson believes the applicant should be required to meet the standards at the time of approval
78 as opposed to a future standard.

79
80 Ms. Kowash made a motion to approve SUB 24-02 with the removal of Condition 2.) And a
81 modification of Condition 4.e) to read “*Concurrent with the final plat the applicant shall record a*
82 *dedication of right of way and a future improvement guarantee/waiver of remonstrance extending*
83 *SE Ana Street to 40ft local street standards through the site to connect with SE Fir Villa.* Mr. Groh
84 seconded the motion. The motion passed unanimously with Mr. Swanson, Mr. Schulte, Ms. Newell,
85 Mr. Groh, Ms. Kowash, Mr. Spofford, and Mr. Banford voting in favor.

86
87 **6. PUBLIC HEARING – B**

88 **CUP 24-02 Childcare Facility – Dallas Retirement Village**

89 Mr. Swanson opened the public hearing at 8:28 p.m. He introduced the agenda item, the rules for
90 public testimony, and the quasi-judicial proceedings to follow. No ex-parte contact or conflicts of
91 interest were declared.

92
93 **STAFF REPORT**

94 Mr. Ballew read from the staff report and summarized the application and the criteria for approval.
95 Staff recommends that CUP 24-02 be approved with conditions as written. He discussed the
96 requirement to provide open space and how two of the lots will impact the area.

97
98 **APPLICANT PRESENTATION**

99 **Dale Pader – Dallas Retirement Village**

100 **Emma Brown – 434 SW Rose Avenue Dallas, OR, 97338**

101 Mr. Pader provided background information on Dallas Retirement Village (DRV), number of
102 employees, and total acreage of its facilities in Dallas. He walked through the details of the proposed
103 plan, and talked about the estimated capacity of the completed project. He noted that the proposed
104 facility will only be for employees and staff of the DRV. He discussed the logistics for pick-up and
105 drop-off, employee parking, and plans for mitigating the traffic impact to the surrounding area. Mr.
106 Pader answered questions from the commission and shared additional details of the plan.

107
108 **PUBLIC TESTIMONY**

109 There was none.

110
111 **REBUTTAL**

112 There was no rebuttal due to lack of public testimony.
113 Mr. Swanson closed the Public Hearing at 8:46 p.m.

114
115 **DELIBERATIONS**

116 Mr. Groh thanked the applicant for the thorough presentation. Mr. Swanson highlighted the need
117 for this service within Dallas and expressed gratitude for the employment opportunities provided by
118 Dallas Retirement Village.

119 Ms. Newel made a motion to approve CUP 24-02 as written in the staff report with conditions of
120 approval. Mr. Banford seconded the motion. The motion passed unanimously with Mr. Swanson,
121 Mr. Spofford, Mr. Schulte, Ms. Newell, Mr. Groh, Ms. Kowash, and Mr. Banford voting in favor.

122
123 **7. OTHER BUSINESS**

124 Mr. Ballew initiated a preliminary discussion of future development code updates. He listed a few
125 topics under consideration including property line setbacks for accessory structures and rules for
126 temporary signs. Staff will bring information with the new proposed language to a future meeting
127 for discussion.

128
129 **8. COMMISSIONER COMMENTS**

130 There were none.

131
132 **9. STAFF COMMENTS**

133 There were none.

134
135 **10. ADJOURN**

136 Mr. Swanson adjourned the meeting at 9:07 p.m. Next meeting: June 11th, 2024, 7:00 p.m.

137
138 **APPROVED**

139 
140 _____
John Swanson, Planning Commission President

_____ June 11, 2024
Date

