



Planning Commission
Community Auditorium
1915 Main Street, Forest Grove, OR
Monday, March 4th, 2019, 7:00 pm

1. **CALL TO ORDER:**

Chair Tom Beck called the meeting to order at 7:02 p.m. Roll Call:

Planning Commission Present: Tom Beck, Chair; Phil Ruder, Vice Chair; Commissioners Dale Smith, Sebastian Bannister Lawler, Lisa Nakajima, Ginny Sanderson and Hugo Rojas.

Planning Commission Excused: None.

Staff Present: James Reitz, Senior Planner; Cassi Bergstrom, Planning Commission Coordinator.

2. **PUBLIC MEETING:**

2.1 **PUBLIC COMMENT PERIOD FOR NON-AGENDA ITEMS:**

None.

2.2 **PUBLIC HEARING:**

A. File No. 311-18-000039-PLNG –Site plan and design review of a proposed 3,773-square-foot credit union building with drive-through and parking located at 3532 Pacific Avenue

Chair Beck opened the quasi-judicial public hearing at 7:04 p.m., reading the hearing procedures, criteria, and asked for disclosure of any conflicts of interest, ex-parte contacts, bias, or abstentions. Commissioner Nakajima disclosed that she owns the business adjacent to the property. There were no challenges from the public. He called for the staff report.

James Reitz, Senior Planner, gave the presentation showing the aerial view of the site and the right-of-way improvements the City of Forest Grove will require. The architectural rendering was shown, as well as the site plan showing the placement of the building on the lot. Mr. Reitz went over the landscape and parking plan with Commissioners, as well as the established easement off Poplar Street to access the project.

Chair Beck wondered if the 20 parking spaces were needed, and Mr. Reitz responded that the 20 spaces are the maximum allowed by the Development Code.

Commissioner Nakajima noted that parking will be needed for employees as well as customers.

Mr. Reitz went on to explain some of the more unique staff recommended conditions proposed: Dedicate as needed right-of-way along Pacific Avenue for a right-turn lane; Construct right-turn lane; Improve Pacific Avenue and Highway 47 frontage; Reduce parking stall lengths to 16 ½ feet; Install physical barrier on both sides of the access driveway.

Commissioners questioned what kind of material the physical barrier would be constructed of, and Mr. Reitz stated it could be fencing such as chain-link but easy to remove for future development. The reasoning for the fencing is to prevent trespass on the adjoining properties. Chair Beck suggested a hedge be placed rather than fencing.

Commissioner Lawler inquired about the traffic control plan at the ATM, and Mr. Reitz referenced the site plan and intended flow of traffic.

CORRESPONDENCE:

None.

APPLICANT:

Robert Blumberg, CEO of Wauna Credit Union, 101 Truehaak St, Clatskanie, OR 97016:

Doug Circosta, AIA, 14670 SW Forest Dr, Beaverton, OR 97007:

Mr. Doug Circosta stated that this is the first Wauna Credit Union to be located within Washington County.

Mr. Robert Blumberg gave the history of Wauna Credit Union and how it originated. There are currently eight branches, all located within small towns in Oregon. This will be the largest city a Wauna Credit Union is located within. Currently, there are \$240 million in assets as well as 110 employees working for Wauna Credit Union. Chair Beck inquired how many employees the credit union will hire, and Mr. Blumberg responded that six openings will be created.

Commissioner Lawler asked if employees will be transferred from existing credit unions, and Mr. Blumberg responded that these positions will be open to the community.

Commissioner Sanderson asked the applicants if they have any issues with the City's conditions. Mr. Circosta responded that they have no issues with any of the conditions listed.

Chair Beck stated that he looks forward to a nice, attractive building to be built on the vacant corner.

Debi Smiley, Chief Marketing Officer of Wauna Credit Union, 101 Truehaak St, Claskanie, OR 97016:

Ms. Debi Smiley came to the front, stating that Wauna is excited to come to Forest Grove and they have already been involved with some of the community events such as the corn roast. Building a new credit union is a process, and this is the first design of its kind.

Jared Rickenbach, General Contractor, 37734 Eagle Lane, Astoria, OR 97103:

Mr. Jared Rickenbach came forward and introduced himself as the general contractor for this project as well as past projects for Wauna Credit Union.

PROPOSERS:

None.

OPPOSERS:

None.

OTHER:

None.

REBUTTAL:

None.

Chair Beck closed the public hearing at 7:36 p.m.

COMMISSIONER DISCUSSION:

Chair Beck opened up the floor for discussion. Commissioners discussed condition 13 regarding the barrier along the driveway and agreed that something more natural than a chain-link fence would be preferred. Mr. Doug Circosta stated to the Commissioners that the driveway is not wide enough for hedges to be planted. Commissioner Sanderson reminded the Commission that hedges can overgrow and encroach on the neighboring property. Vice Chair Phil Ruder suggested that condition 13 be omitted entirely, and all Commissioners were in agreement.

Commissioner Lawler moved a motion to approve file number 311-18-000039-PLNG –Site plan and design review of a proposed 3,773-square-foot credit union building with drive-through and parking located at 3532 Pacific Avenue with omission of condition 13. Vice Chair Phil Ruder seconded the motion.

Roll Call Vote: AYES: Chair Beck; Vice Chair Ruder; Commissioners Nakajima, Rojas, Sanderson, Bannister-Lawler and Smith. NOES: None. ABSENT: None. MOTION CARRIED 7-0.

2.3 ACTION ITEMS:

None.

2.4 WORK SESSION ITEMS:

None.

3.0 BUSINESS MEETING:

3.1 APPROVAL OF MINUTES:

Commissioner Nakajima moved a motion to approve the minutes of the January 22, 2019 and February 4, 2019 meeting. Commissioner Lawler seconded. Motion passed 7-0.

3.2 REPORTS FROM COMMISSIONERS/SUBCOMMITTEES:

None.

3.4 DIRECTOR'S REPORT:

Mr. James Reitz gave the update, stating that the Development Code amendments has ran into some hiccups but a draft will be ready to present to the Commission possibly late April.

The Rose Grove appeal will be going forward to City Council decision on March 18, 2019 and has an allotted time of 45 minutes for presentation.

Chair Beck inquired about the dentist office project along Pacific Avenue, and Mr. Reitz updated the Commission on the two projects.

Lastly, Mr. Reitz updated the Commissioners on the Sunset Crossing subdivision and the house designs that will be built there.

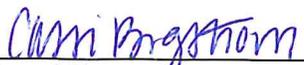
3.5 ANNOUNCEMENT OF NEXT MEETING:

The next meeting is to be determined.

3.6 ADJOURNMENT:

The meeting was adjourned at 7:50 p.m.

Respectfully submitted by:



Cassi Bergstrom
Planning Commission Coordinator