



Planning Commission  
Community Auditorium  
1915 Main Street, Forest Grove, OR  
Monday, June 3<sup>rd</sup>, 2019, 7:00 pm

1. **CALL TO ORDER:**

Chair Tom Beck called the meeting to order at 7:00 p.m. Roll Call:

**Planning Commission Present:** Tom Beck, Chair; Phil Ruder, Vice Chair; Commissioners Lisa Nakajima, Ginny Sanderson, and Dale Smith.

**Planning Commission Excused:** Commissioners Sebastian Bannister Lawler and Hugo Rojas.

**Staff Present:** Bryan Pohl, Community Development Director; James Reitz, Senior Planner; Cassi Bergstrom, Planning Commission Coordinator

2. **PUBLIC MEETING:**

A. **PUBLIC COMMENT PERIOD FOR NON-AGENDA ITEMS:**

None.

B. **PUBLIC HEARING:**

**(1.) File No. 311-19-000005-PLNG –Comprehensive Plan Map Amendment and Development Code Zoning Map Amendments to re-designate and rezone one parcel from Neighborhood Commercial to Town Center Transition**

Chair Beck opened the quasi-judicial public hearing at 7:02 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 the property owner frequents her business, and no challenges to her disclosure.

Chair Beck stated for the record that the Planning Commission considers issues of land use, not of personalities in response to a letter of correspondence that was received as part of the file. Mr. Reitz stated that the City Attorney was consulted regarding the correspondence, and the city was advised against redacting the correspondence due to it being part of the record.

James Reitz, Senior Planner, gave a summary of the location of the property and the fact this is a city-initiated application due to the spot-zoning of the parcel. Archived findings were looked at, and the city is not able to determine why the

property was zoned Neighborhood Commercial and the property surrounding zoned as Town Center Transition. The property is located within the Clark Historic District.

Staff recommends that the Planning Commission forward the application to rezone the one parcel from Neighborhood Commercial to Town Center Transition to City Council with a positive recommendation.

**CORRESPONDENCE:**

There were two letters of correspondence received: One letter in opposition and a letter in support from the property owner of the parcel being re-designated.

**APPLICANT:**

None.

**PROPONENTS:**

**Joey Tretter, 1836 Cedar Street, Forest Grove, OR 97116:**

Mr. Joey Tretter explained to the Commissioners that he bought the house in 2008, and was not aware of the zoning change. He is currently trying to build a garage on his property and has been stopped by the city. Mr. Tretter stated that he had no idea he would have to deal with this process.

**Rex Brown, 1804 Cedar Street, Forest Grove, OR 97116:**

Mr. Rex Brown came forward, and told the Commissioners that he has two properties located nearby the parcel being re-zoned tonight. Mr. Brown has no problem with the garage being proposed by Mr. Tretter, but is concerned about his garages being not in compliance if a fire or something happened to the garages that are on the property line.

Mr. Reitz explained that Mr. Brown's property is located within a different zoning district of Residential Multifamily High, and the garages would be required to have a setback of 5 feet from the foundation to the property line. Staff can make an adjustment of 4 feet depending on the need.

**OPPONENTS:**

None.

**OTHER:**

None.

**REBUTTAL:**

None.

Chair Beck closed the public hearing at 7:16 p.m.

**COMMISSIONER DISCUSSION:**

Commissioner Nakajima agreed with staff recommendation, and the application is straight forward.

**Vice Chair Ruder moved to make a positive recommendation to City Council to approve file No. 311-19-00005-PLNG –Comprehensive Plan Map and Zoning Map Amendments to re-designate and rezone one parcel from Neighborhood Commercial to Town Center Transition. Commissioner Nakajima seconded the motion.**

**Roll Call Vote on Motion: AYES: Chair Beck; Vice Chair Ruder; Commissioners Nakajima, Sanderson, and Smith. NOES: None. ABSENT: Commissioners Bannister Lawler and Rojas. MOTION CARRIED 5-0.**

Mr. Tretter inquired when he could begin work on his garage, and Chair Beck stated that the motion will need to go forward to City Council for two hearings prior to being approved for final re-designation. The Planning Commission does not have the power to issue a building permit.

**C. ACTION ITEMS:**

None.

**D. WORK SESSION ITEMS:**

None.

**3. BUSINESS MEETING:**

**A. APPROVAL OF MINUTES:**

Commissioner Smith moved to approve the minutes of the May 6<sup>th</sup>, 2019 meeting. Commissioner Sanderson seconded. Motion passed 5-0.

**B. REPORTS FROM COMMISSIONERS/SUBCOMMITTEES:**

None.

**C. DIRECTOR'S REPORT:**

Mr. Bryan Pohl gave the update, stating there will be some discussion with City Council regarding sheltering issues.

The Dollar General site plan and design review will come to the Planning Commission on June 17<sup>th</sup>, and this has been a controversial topic so Mr. Pohl reminded the Commissioners to respect the ex parte contact rules.

House Bill 2001 was referred to the Ways and Means Committee, and will trigger legislative process for the city in order to become compliant. It is also known as the "Missing Middle Housing" bill, densifying the single family zoning districts within

certain cities determined by population. More information will be available in the next coming months.

Mr. Pohl gave an update on the Town Center parking study, conducted by Lancaster Engineering. The study has been pushed to August in order to get the most optimal data as that will be peak demand for the university.

D. **ANNOUNCEMENT OF NEXT MEETING:**

The next meeting is scheduled for June 17<sup>th</sup>, 2019.

E. **ADJOURNMENT:**

The meeting was adjourned at 7:31 p.m.

Respectfully submitted by:



---

Cassi Bergstrom  
Planning Commission Coordinator