



CITY OF DONALD

10710 Main Street N.E. • P.O. Box 388 • Donald, OR 97020-0388
Phone 503-678-5543 • Fax 503-678-2750
www.donaldoregon.gov

Planning Commission

Action Agenda Summary

Thursday, June 23, 2022 at 6:45pm

Meetings are held in person with the option of joining via Webex.

Directions for joining via Webex are below.

Webex is a free service for the public to attend meetings. Directions for joining the meeting are below.

Open Meeting: Planning Chair Hungate opened the meeting of the Donald Planning Commission at 6:47pm on June 23, 2022.

Roll Call

Present: Vice Chair Neil Strathdee, Commissioners: Nathan Earl, Cammie Hungate, Lauren Gonzalez-Alfaro.

Absent: Commissioner Crawford and Commissioner Mader

Staff Present: City Manager Eric Underwood; City Planner Holly Byram

Add or Delete Agenda Items: None

General Comments from the Public: None received.

Public Hearing: The public hearing on this matter will be conducted in accordance with the rules of Donald Development Ordinance Sections 2.116 Employment Industrial (EI), 2.3 General Development Standards, 3.106 Site Development Review, and 3.104 Lot Line Adjustments.

I. Vote: City Files #SDR 2022-01: Site Development Review and #LLA 2022-01 Lot Line Adjustment Pacific Lumber Facility.

The Public Hearing was opened at 6:50 p.m. as the public hearing script was read by Chair Hungate. The meeting was turned over to City Planner Holly Byram who introduced herself and read a required legal statement associated with the Public Hearing and its process. Chair Hungate proceeded to ask the required questions of the public prior to hearing the case before the Commission. All answers to the questions were "no."

City Planner Holly Byram presented the staff report regarding the Site Development Review and #LLA 2022-01 Lot Line Adjustment for the Pacific Lumber Facility. It was indicated that this is the second submission for this site from the applicant. Following, was a description of the project that is planned for the Donald Industrial Park. Please refer to the staff report for the full project description, project criteria, and staff comments. Staff recommended approval of the site development review and lot line adjustment with conditions.

There were no questions after staff's testimony.

Havlin Kemp of VLMK gave testimony in support of the applicant's proposal/application. Mr. Kemp

gave a description of the business that will be located in the proposed building(s) on the site and described the proposed development project/site plan as a whole.

No one from the public spoke in support or in opposition of the land use application. No one from the public asked additional questions or initiated any further discussion prior to closing the public hearing.

The Public Hearing was closed by Chair Hungate at 7:37 p.m. Chair Hungate had a question regarding anticipated employees at the site. Mr. Kemp referred to the submitted traffic study that indicated 60-70 on-site manufacturing employees with the addition of 5 sales employees. Chair Hungate also had a clarifying question as to the time period in which the traffic study was conducted.

Further discussion occurred regarding the access easement for pedestrian access and specifics on the business model for the operation. In addition, ingress/egress, truck travel, and potential excessive noise issues were discussed.

- ✓ Vice Chair Strathdee motioned and Commissioner Earl seconded to approve City File #SDR 2022-01 and LLA 2022-01. No discussion. Vote: 4-0-0. Motion carried.

New Business:

I. Vote: Approval of Action Agenda Summary: March 31, 2022 Regular Meeting, April 11, 2022 Goal Setting

- ✓ Commissioner Earl motioned and Vice Chair Strathdee seconded to approve the Action Agenda Summaries as submitted. No discussion. Vote: 4-0-0. Motion carried.

II. Tree Board: Condition of tree at DCC

City Manager Underwood referred to his memo that was included in the Commissioner's packets and gave a brief update on the condition of the tree that was previously in question on the DCC site. It was expressed that the tree is in good health. No action needed.

Old Business: None

Commissioners' Discussion: None

City Manager Report: City Manager Underwood gave a brief summary of his report that was placed in the Planning Commission Packet and asked if there were any questions. The summary addressed the status of the Harvest Gardens Project. City Planner, Holly Byram addressed the question from Chair Hungate regarding a potential reduction in parking on the site and indicated the City parking standards are still being met.

Adjourn


- ✓ Vice Chair Strathdee motioned and Commissioner Earl seconded to adjourn. Chair Hungate adjourned the meeting at 8:18 p.m. Vote: 4-0-0. Motion carried.

Date: January 26, 2023

Signed: 
Cammi Hungate, Chair

ATTEST:

Date: January 26, 2023

Signed: 
Eric Underwood, City Manager