



128 S Main St.
PO Box 445
Condon, OR 97823
P: 541-384-2711
F: 541-384-2700

**AGENDA
CITY OF CONDON
REGULAR MEETING
128 SOUTH MAIN STREET, CITY HALL, CONDON, OREGON
Tuesday, February 18, 2020, 5:30 PM**

- 1. CALL PLANNING COMMISSION MEETING TO ORDER**
- 2. CONSENT AGENDA**
 - 2.1. Approve Planning Commission minutes from October 15, 2019 and November 19, 2019.**
- 3. PUBLIC HEARING - ROUTE 19 RENTALS, LLC - CONDITIONAL USE PERMIT**
 - 3.1. Application & Staff Report**
- 4. OTHER CITY PLANNING ISSUES**
- 5. NEXT PLANNING COMMISSION MEETING DATE**
 - 5.1. The next Planning Commission meeting is March 17, 2020, 5:30 p.m. (if necessary).**
- 6. ADJOURN REGULAR MEETING**

If necessary, Executive Session may be held in accordance with ORS 192.660(2)(c). As this is a regular meeting of the Condon City Council, other matters may be addressed as deemed appropriate by the Council. Assisted listening device is available for persons with impaired hearing and should be scheduled for council meetings three working days prior to the Council meeting. The City of Condon is an Equal Opportunity Provider and Employer. Complaints of discrimination should be sent to City of Condon Administrator, PO Box 445, Condon, OR 97823

Agenda prepared and distributed February 12, 2020



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**CITY OF CONDON
WORK SESSION AGENDA
PLANNING COMMISSION OCTOBER 15 2019
Tuesday, October 15, 2019, 6:00 PM
CONDON CITY HALL**

1. Call the Meeting to Order

Planning Commission Chair Vernon Grey called the meeting to order at 6 p.m.

Present: Commissioners Cody Bettencourt, Haylee Potter and Rachel Weinstein (6:05); Staff City Administrator Kathryn Greiner and planning consultant Dan Meader of Tenneson Engineering

2. Additions & Approve Minutes

A motion was made by Commissioner Bettencourt to approve the August 20 planning commission minutes with correction of one typo. The motion was seconded by Commissioner Potter and approved unanimously.

3. Election of Officers

Commissioner Bettencourt made a motion to elect Commissioner Grey to the chair position. The motion was seconded by Commissioner Potter and approved unanimously.

Commissioner Potter made a motion to elect Commissioner Weinstien as vice chair of the planning commission. The motion was seconded by Commissioner Bettencourt and approved unanimously.

4. Legislative Hearing to Update Economic Element of Comprehensive Plan

Commissioner Grey opened the legislative hearing on the economic element of the comprehensive plan at 6:04 p.m.

4.1. EOA Report

4.2. Staff Report - Dan Meader Tenneson Engineering

Planning consultant Dan Meader summarized the hearing and staff report. He stated that as a legislative hearing no questions of ex parte or qualifying commissioners to listen to the report and that it was "straight forward." Meader stated that the process was through a grant with the State of Oregon Department of Land Conservation and Development that created an Economic Opportunity Analysis that was first presented in May 2019 and final updates completed in August 2019. State has asked that the city adopt the changes to the comprehensive plans which requires a recommendation from the planning commission to the city council.

Meader stated that the five policies that will replace the existing policies in the comp plan are:

1. Recognizing the City's finite commercial area. The city shall strive to maintain the viability of the downtown commercial core area.
2. The City of Condon shall strive to provide adequate plans for economic activities that contribute to the well-being of the City.
3. The City shall strive to provide an adequate amount of employment (commercial and industrial) land for future needs.
4. The City shall continue to support home-based occupations and provide for a streamlined review and approval process for them.
5. Strengthen economic development partnerships in and with Gilliam County.

Meader stated that the commissioners were required to hold a hearing and that if recommended to the city council the council



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would then have the option of a public hearing or following the process of approving an ordinance. CA Greiner stated that the council will have the first reading of the ordinance to cover the comp plan change in November and the second/final reading of the ordinance in December.

Commissioner Grey asked about the terminology of "employment land" and was told that it is another term for commercial and industrial land. Commissioner Grey added that he liked the changes to the plan as it seemed like it was more of a "team effort."

Commissioner Potter said that the plan "sounds positive" and asked some questions regarding the airport plan. A brief discussion was held regarding the Condon Airport and the lands that surround it and possibilities of growth.

4.3. Decision On Hearing

A motion was made by Commissioner Bettencourt to recommend to the City Council to accept adoption of the Economic Opportunity Analysis report for economic policies in the comp plan. The motion was seconded by Commissioner Weinstien and approved unanimously.

5. Other

Commissioner Grey brought up the recent discussions of buildings called barndiminimums. These are structures that resemble a metal barn or shop with living quarters in the second story. Affordability and aesthetics were discussed. Meader stated that other cities are looking to not allow them and will keep the planning commission up to date on what is decided.

6. Adjourn

Commissioner Grey adjourned the meeting at 6:46 p.m.

Vernon Grey, Chair

Date

Kathryn Greiner, City Administrator

Date



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**CITY OF CONDON
WORK SESSION AGENDA
PLANNING COMMISSION NOVEMBER 19, 2019
Tuesday, November 19, 2019, 5:30 PM
CONDON CITY HALL**

1. Call the Meeting to Order

Planning Commission Chair Vernon Grey called the meeting to order at 5:33 p.m.

Present: Planning Commissioners Vernon Grey, Haylee Potter and Cody Bettencourt; Staff - City Administrator Kathryn Greiner; Planning Consultants - Dan Meader and Kirk Fatland of Tenneson Engineering.

Absent: Planning Commissioner Rachel Weinstein.

Meader introduced Fatland who is working with him for approximately a year to be the new planner at

2. Discuss Residential One Zoning

Meader started with distributing a letter and some other information on cargo containers being used as houses or buildings and barn 'dminiums. The barn 'dminiums are metal shop looking buildings that are current allowed in the residential area by meeting code that is not restrictive. He had a picture of a barn 'dmimium in The Dalles that had no eaves, two windows on two sides of the building and otherwise had large garage doors. Another barn 'dminium in Wasco is more appropriate with features that indicate it is a house.

Meader suggested that these type of buildings could be done better with more regulations of what housing specifications much be med. Currently in the City of Condon code houses must meet two of fourteen design features of a house. Meader suggested reviewing the design features and revise what is now applicable as some such as "tile or shake roof" are no longer a design feature that is used as much. Meader also suggested that one design feature may be in regards to windows on the building. Other items is that it must be on a concrete foundation, 6" eaves and a 3/12 pitched roof.

Meader went through the Residential 1 portion of the City's code of what was allowed, what constitutes a Conditional Use Permit, accessory buildings and set backs. Commissioner Potter asked if there could be a minimum house size and use builder grade materials that make it affordable. CA Greiner asked about apartments that are larger than what is allowed in the code of a fourplex. Meader did not know if it was allowable by law if a minimum house size could be regulated.

Accessory buildings were discussed and Meader said that they cannot be larger than the primary residence. They also have to meet setbacks and height requirements that are in the code. Another discussion was in regards to sidewalks, or lack sidewalks within the city. There are no requirements of sidewalks with new construction but it was decided that it may be added to the sidewalk/street ordinance for new construction and development.

Meader will send several examples of housing design standards from other cities for the commissioners to review. It will be determined at a subsequent meeting what changes, if any will be suggested for the R-1 zoning ordinance.

2.1. Residential Code - Ordinance 152.301

3. Other

No other discussion.

4. Adjourn

Chairman Grey adjourned the meeting at 6:30 p.m.



TENNESON

ENGINEERING CORPORATION
CONSULTING ENGINEERS • SURVEYORS • PLANNERS

3775 CRATES WAY
THE DALLES, OR 97058

PHONE (541) 296-9177
FAX (541) 296-6657

February 11, 2020

Condon City Planning Commission
P.O. Box 445
Condon, Oregon 97823

Regarding: Route 19 Rentals, LLC, Proposed Duplex Conditional Use Permit
Staff Report

Dear Commissioners:

The applicant, Route 19 Rentals, LLC, of Salem, Oregon, is requesting a conditional use permit to construct a duplex at 309 South Church Street in the City. The legal owner of the property is Jennifer and Charlie Burdick, who are the owners of Route 19 Rentals, LLC. They are also from Salem, Oregon. The property is legally described as Lots 1 and 2 of Block 14 of the Condon and Cornish Addition. The property is planned and zoned Residential R-1. The property is currently vacant and contains 10,000 square feet. City water and sewer are available to the property, which is located on the corner of South Church and West Summit Streets.

PLANNING DISCUSSION

The City only has one residential zone and there are a number of conditional uses that are allowed in the zone and a duplex is one of them. The zone will also allow triplexes and fourplexes. For a duplex the minimum lot size is 7,500 square feet. The property proposed for this duplex contains 10,000 square feet or two 50 foot by 100 foot lots. The proposed setbacks are met. The duplex units have a staggered offset /The revised plot plan shows the front yard setback at 18 feet from the nearest porch. The requirement for the front yard setback in the Zoning Ordinance is 15 feet. The interior side yard setback is 5 feet. There is specific dimension to the dwelling shown other than a line showing 5 feet is easily met. This corner lot with the street side showing a 20 foot setback and only 15 feet is required by ordinance. No rear yard setback is shown but the requirement is 5 feet and the setback is considerably more than that.

Other requirements in the zone are parking regulations, which requires two parking spaces on the lot for each dwelling unit. The drawing shows a single car garage for each unit plus a driveway, which would equate to two parking spaces. The ordinance requires that each dwelling be connected to the community sewer system and obviously that is the intent. The ordinance also requires one and two unit dwellings be provided with at least two design features and there are 13 listed. The front elevation shows an attached garage, a roof pitch greater than 3/12 (if I read it correctly it is 5/12), and there is a covered porch entry. I do not see a dimension on the eaves but the proposed duplex has more than enough of the design features required by the ordinance including horizontal lap siding, gables, and the offset on the building face or roof. The two units

are staggered as shown on the drawing. The unit more than meets the requirements for design features.

There are no other standards for a duplex required by the ordinance. It appears that this particular application easily complies with all ordinance requirements.

PLANNING RECOMMENDATION

The planning recommendation is for approval of the conditional use permit. Unless there is an appeal, the Planning Commission decision will be final. It looks like this is a worthwhile addition to the community. The City desperately needs rental housing.

Respectfully submitted,

/s/ Dan Meader

Dan Meader, Planning Consultant

DM:kb

<wo#13100>

NOTICE OF PUBLIC HEARING

The Condon City Planning Commission will conduct a public hearing beginning at 5:30 p.m. on February 18, 2020, in the City Council Chambers of the Condon City Hall. The purpose of the public hearing is to consider a conditional use application by Route 99 Rentals, LLC. The legal owner of the lot is Jennifer and Charlie Burdick. The property is planned and zoned Residential and is legally described as Lots 1 and 2 of Block 14 of the Condon and Cornish Addition. The purpose of the conditional use permit is to allow a duplex to be constructed on these two lots. All interested parties are urged to attend.

Kathryn Greiner, City Administrator

City of Condon Development Permit Application

CITY OF CONDON

Community Development Department

128 S. Main Street

P.O Box 445

Condon, OR 97823

PH: (541) 384-2711 FX: (541) 384-2700 E-Mail: cityofcondon@jncable.com

Date Issued _____

Building Permit Log # _____

TYPE OF LAND USE ACTION OR DECISION

☐ Building Permit

☐ Variance

☒ Conditional Use Permit

☐ Site Plan Review

☐ Comprehensive Plan/Zoning Map Amendment

☐ Other

APPLICANT

Name: Route 19 Rentals, LLC

Address: 4893 7th Ave SE
Salem, OR 97302

Telephone: 503-580-6076

LEGAL OWNER

(If Different than Applicant)

Name: Jennifer & Charlie Burdick
own 50% Route 19 Rentals, LLC

Address: we are equal members
Same

Telephone: Same

PROPERTY INFORMATION

Address 309 S. Church Street, Condon, OR 97823

Map and Tax Lot Lots 1 and 2, Block 14, Condon and Cornish addition.
Tax account: 04521E10CA-05700-R00397

Zone District/Overlay _____

Oregon State Highway access? ☐ Yes ☒ No

If yes, property owner must obtain appropriate Permits from Oregon Dept. of Transportation

GENERAL INFORMATION

Describe current use of the property Empty lot

Describe how proposal will change use of property From single dwelling to
2 Family dwelling.

INFORMATION REQUIRED
For
Development Permit Application Review

☒ 1 and 2 family residential development: *Scaled plot plan indicating property boundaries, setbacks, building location(s) with orientation(s), garage/carport/parking location and surface material Height of structures, street address, utility locations if known, and other information as required by Ordinance.*

☐ Multi- family, Conditional Use, Commercial or Industrial Development: *Detailed site plan, utilities, drainage, off street parking, landscaping, building footprints, outside lighting, proposed signs, and other information as required by Ordinance.*

☐ Other:

Signature of Applicant

Charles Smith 1-28-2020
Date

Signature of Property Owner*

Jessie Burdick member
Date 1-28-2020

*Notarized Owner Consent Letter may substitute for signature of property owner

STAFF REVIEW:

ZONE DISTRICT: _____ GEOHAZARD ZONE: _____

HISTORIC DISTRICT/STRUCTURE: Yes/No

FLOOD DESIGNATION: _____

PREVIOUS PLANNING ACTIONS: _____

ARE THERE EROSION CONTROL ISSUES? ACCESS ISSUES? DOES THE PROPERTY HAVE ALL UTILITIES AND PUBLIC IMPROVEMENTS SUCH AS SIDEWALKS, SEWER AND WATER? ARE THERE ANY OTHER ITEMS THAT NEED ATTENTION?

DATE OF SITE VISIT: _____ PLANNER: _____
PUBLIC WORKS: _____

PLANNING APPROVAL: _____

PUBLIC WORKS APPROVAL: _____

RM ELEV.= 2850.00
FLOW IN ELEV.= 2852.15'
FLOW OUT ELEV.= 2852.10

SUMMIT STREET

100'

LOT 1
BLOCK 14

2855

2854

2853

2852

LOT 2
BLOCK 14

2851

2850

100'

100'

CHURCH STREET

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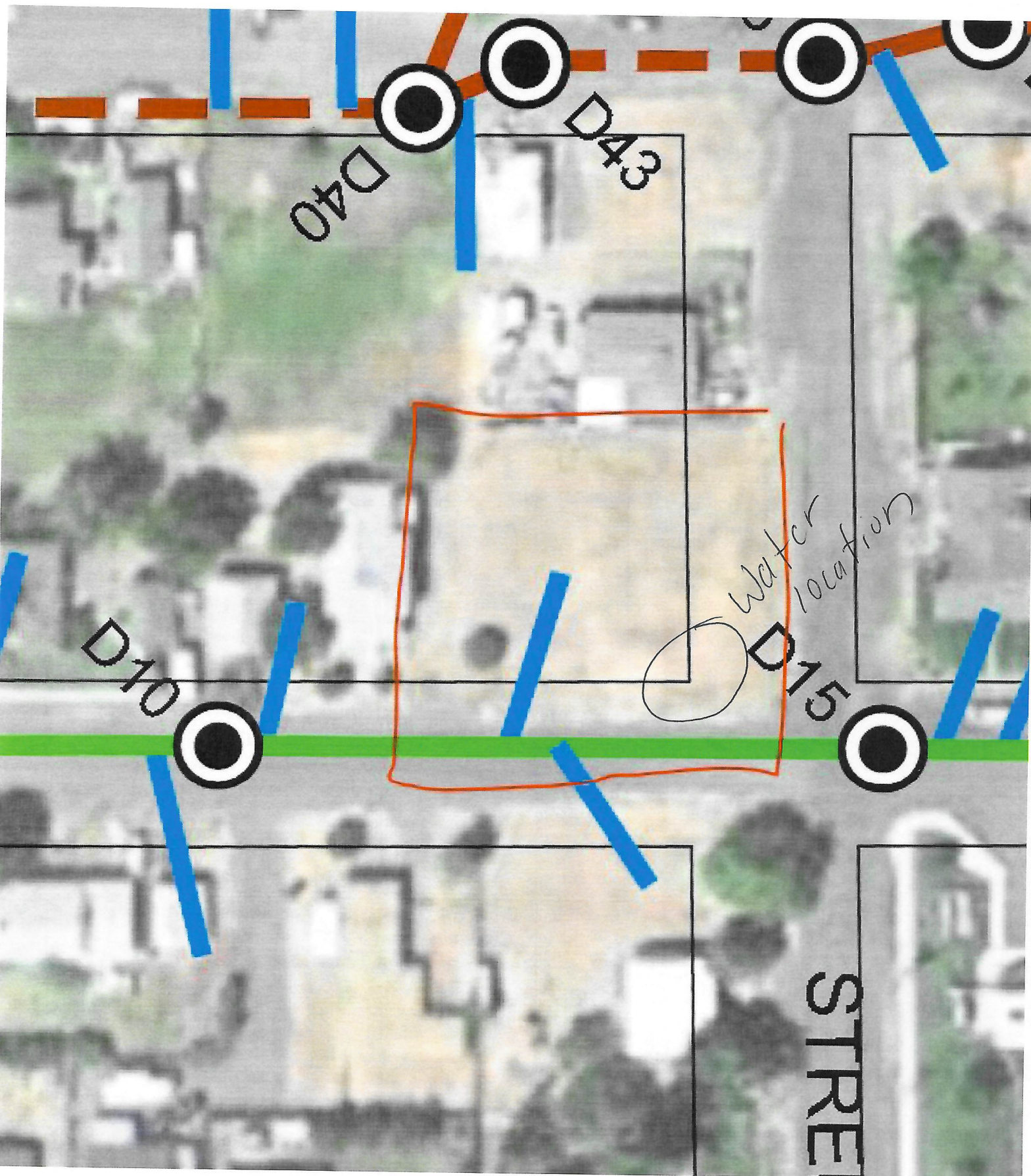
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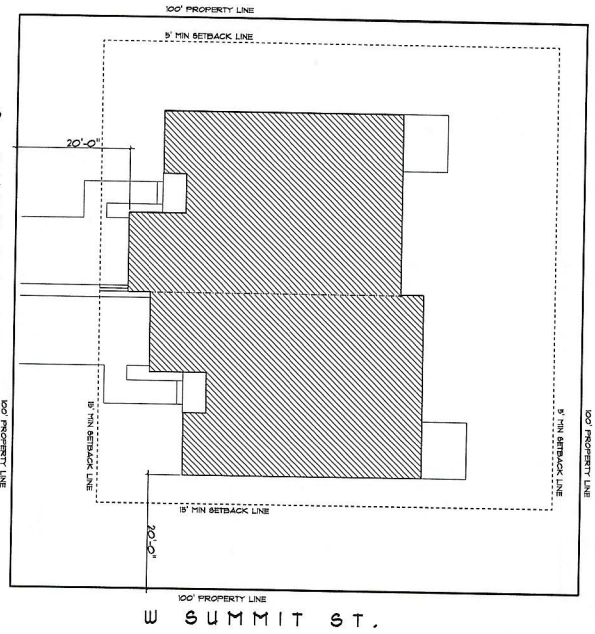
Sewer
Location



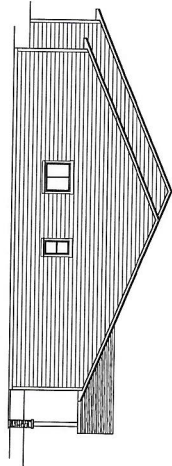


S CHURCH ST. SITE

SCALE: 1"=10'-0"



SOUTH SIDE ELEVATION

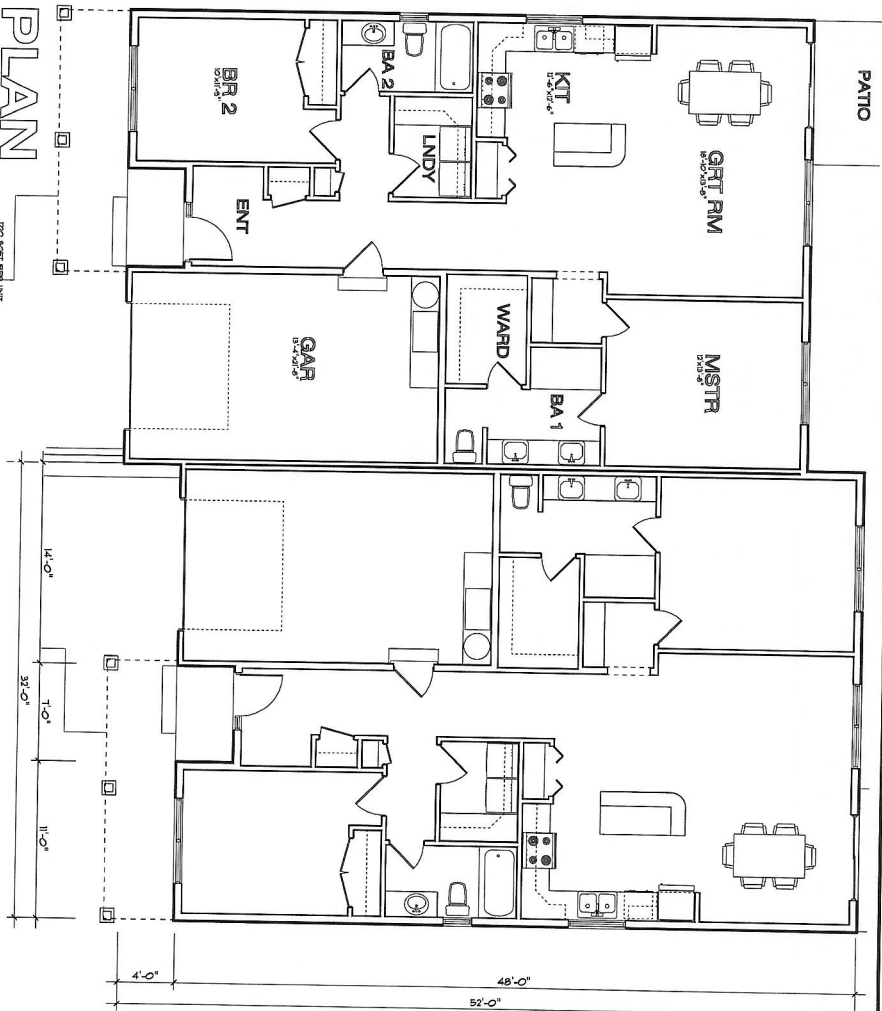
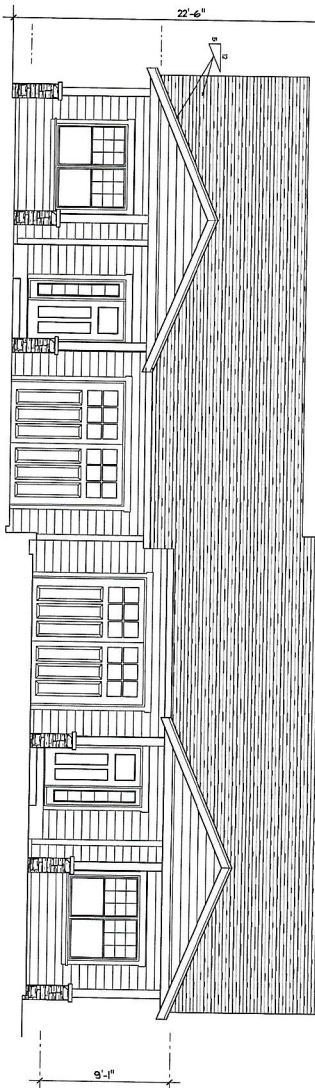


PLAN

SCALE: 1/4"=1'-0"

220 SQFT TRNG. GAR.

BUILDING HEIGHT



PRELIM PLANS
CHURCH STREET DUPLEX PROJECT
CONDON, OREGON

**CHINA CREEK
CCONSTRUCTION, LLC**
4802 7TH AVE.
SEASIDE, OREGON
97138
PH: 503-593-8076 / CCB #225625

**Vernon
GreyDesign**
PO BOX 712 / CONDON, OR 97121
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vgray@vernongreydesign.com

PREFINAL 1/26/20

