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MINUTES REGULAR PLANNING COMMISSION MEETING

TUESDAY, APRIL 16, 2024, 5:30 PM

1. CALL THE MEETING TO ORDER/ROLL CALL

Chair Cody Bettencourt called the planning commission meeting to order at 5:32 p.m.

Present: Commissioners Cody Bettencourt, Vernon Grey, Rachel Weinstein (zoom); staff - City Administrator Kathryn Greiner, Planning Consultants Dan Meader and Will Elder.

Absent: Commissioners Mark Wilson and Haylee Potter

2. PUBLIC HEARING - Development Permit #663 - LARRY CONAWAY - CONDITIONAL USE PERMIT

2.1. Open Hearing

Chair Bettencourt opened the public hearing at 5:33 p.m.

2.2. Staff Report - Read and/or Summarized

Meader summarized the staff report and stated that this application needed to apply for a Conditional Use Permit because it was conducting business outside an enclosed building. It will be a drive-through and walk up coffee shop that is located at 112 N. Oregon Street on a 75' x 100' lot. There is ample parking for employees and the applicant has met the landscape requirement. Meader said that it would have minimal impact on the neighborhood and has recommended approval.

Commissioner Grey asked if that permit would have a review period if complaints are heard in the future. Meader stated that there could be a review if there were ample complaints or if the use or operation changed from what is in the application.

2.3. Applicants & Proponents Testimony

Larry Conaway - 221 N. Oregon Street, Condon, applicant stated that they are creating this business to be family-friendly with entrance and exit off Oregon Street and not Walnut/Highway 206. They will include a walk-up option and have picnic table access. The business will not have cooked foods, but offer pre-made muffins with the beverages.

Meader asked several questions to Conaway:

- What are the hours? Conaway - 5 a.m. - 2 p.m. hours may be extended after opening to accommodate after-school/work customers
- What is your signage? Conaway - feather signs near the street and a lit "open" sign in or on the building.
- Will there be outside music/noise? Conaway - no. There may be music inside but not piped outside.

2.4. Opponents & Public Agency Testimony

CA Greiner stated that she had a neighbor question the traffic going in and out on Oregon Street and parking. Conaway stated that the entrance off Oregon will be closest to Walnut Street and the exit will be north of the entrance to allow easier access of turning left and getting back on Walnut Street. Discussion was held regarding the neighboring church using an exit off Walnut and to keep that blocked during business hours to maintain the flow of cars to the coffee shop. It was noted that it would be a condition of approval and that if changing an entrance off Bayard, which is also a state highway, permits would be needed from ODOT.

2.5. Questions by Planning Commissioners to Applicant or Proponents

None

2.6. Close Hearing

Chair Bettencourt closed the hearing at 5:47 p.m.

2.7. Planning Commission Deliberation, Decision or Postpone

A motion was made Commissioner Grey to approve th CUP application by Conaway with the condition that the entrance to ODOT highway would be blocked during business hours. The motion was seconded by Commissioner Weinstein and approved unanimously.

3. REVIEW & APPROVE MINUTES

3.1. Review & Approve the August 15, 2023 Planning Commission Meeting Minutes

A motion was made by Commissioner Weinstein to approve the August 15, 2023 planning commission meeting minutes. The motion was seconded by Commissioner Grey and approved unanimously.

4. OTHER

4.1. Review and Discuss Condon Early Learning Center Request for Extension of Permit

A motion was made by Commissioner Grey to approve the request for extension of the planning permit to the Condon Early Learning Center to June 30, 2025. The motion was seconded by Commissioner Weinstein and approved unanimously.

4.2. Other Planning Issues

CA Greiner updated the planning commission on the following projects:

- Administrative review of the Condon golf course clubhouse that has been approved by the council and is expected to begin construction in June 2024. It must be completed by December 31, 2024.
- Administrative review of 10-child care in home was approved and was working through state permits to open in the near future.
- Administrative review of an addition to Watkins Trucking shop on North Main Street.
- Baseball Field development has seen approvals for 2 four-plexes and one duplex that are all expected to be completed this calendar year. Waiting on plans for another duplex on the last lot that will bring the total rental units available to 12 within the next year.
- Anticipate plans for the Gilliam County Fairboard to submit development plans for their events center that has received funding from the Oregon Legislature.
- Possibly begin updates to Commercial, Industrial and Site Plan code in the fall of 2024.

5. ADJOURN

Chair Bettencourt adjourned the meeting at 6:08 p.m.

_____ Date _____
Cody Bettencourt, Planning Chair

ATTEST: _____ Date _____
Kathryn Greiner City Administrator