



AGENDA

Lincoln City Planning Commission
Tuesday, December 22, 2020, 12:00 AM
Zoom, Streamed LIVE on Zoom
801 SW Highway 101 - 3rd Floor, Streamed LIVE on Zoom, Lincoln City, OR 97367

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, & ROLL CALL

2. AGENDA CHANGES OR REVISIONS

3. MINUTES

3.1. Planning Commission - Regular Meeting - Dec 1, 2020 6:00 PM

4. FINAL ORDERS, RESOLUTION, & WRITTEN COMMUNICATIONS

5. PUBLIC HEARINGS/DELIBERATIONS

6. OLD BUSINESS

7. NEW BUSINESS

7.1. Extension request for CUP 2020-01 NWN Lincoln City Resource Center

7.2. Extension request for CUP 2019-04 Transitional Housing

8. PLANNING COMMISSION TRAINING

9. REPORTS & COMMENTS

10. FUTURE AGENDA ITEMS & NEXT MEETINGS

11. ADJOURN

All information for this meeting is available on the City of Lincoln City website at www.lincolncity.org, and this meeting will be televised live on Charter Channel 4 Lincoln City and rebroadcast at various times. Planning Commission meetings are streamed live on the Internet through a link on the City of Lincoln City website, and can also be viewed following the meeting. The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, for a hearing impaired device, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to Cathy Steere, City Recorder, at 541-996-1203.

**LINCOLN CITY PLANNING COMMISSION
MINUTES
December 1, 2020**

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, & ROLL CALL

Attendee Name	Title	Status	Arrived
Marci Baker	Commissioner	Present	
Kim Blackerby	Commissioner	Present	
Joshua Brainerd	Commissioner	Present	
Patti Kroen	Chair	Present	
Lenny Nelson	Commissioner	Present	
Miles Schlesinger	Commissioner	Absent	
MacNeale Smith	Commissioner	Present	

2. AGENDA CHANGES OR REVISIONS

The public hearing (PUD 2020-02) that was scheduled for tonight has been continued until January. The applicant has made some changes to the preliminary master plan and those changes need to go through a second notice to the public. The applicant is hoping for the January 5th meeting, but that may not be possible depending on when they get the revised information in so that notice can be sent out.

There were errors in the noticing for the extension request for CUP 2020-01 NWN Lincoln City Resource Center. That hearing will need to be rescheduled for a special meeting on the 22nd of December. (Requesting that the December 15th meeting be moved to the 22nd). The next meeting is not far enough out to send notice. Next PC meeting would be the 22nd of December and would take

City Attorney Richard Appicello informed the commissioners that there will likely be a second extension request at the December 22 meeting.

2.1.

MOTION:	Motion to reschedule the December 15, 2020 Planning Commission meeting to December 22, 2020
MOVER:	Kim Blackerby, Commissioner
SECONDER:	Joshua Brainerd, Commissioner
AYES:	Baker, Blackerby, Brainerd, Kroen, Nelson, Smith
ABSENT:	Miles Schlesinger
RESULT:	Passed

3. MINUTES

3.1. Planning Commission - Regular Meeting - Nov 3, 2020 6:00 PM

MOTION:
MOVER: Lenny Nelson, Commissioner
SECONDER: MacNeale Smith, Commissioner
AYES: Baker, Blackerby, Brainerd, Kroen, Nelson, Smith
ABSENT: Miles Schlesinger
RESULT: Passed

3.2. Planning Commission - Regular Meeting - Nov 17, 2020 6:00 PM

MOTION:
MOVER: Lenny Nelson, Commissioner
SECONDER: Marci Baker, Commissioner
AYES: Baker, Blackerby, Brainerd, Kroen, Nelson, Smith
ABSENT: Miles Schlesinger
RESULT: Passed

4. FINAL ORDERS, RESOLUTION, & WRITTEN COMMUNICATIONS

4.1. Final Order 2020-06 Denying APP 2020-04 Prince VRD License Appeal

Planning Commission Chair Patti Kroen pointed out that "housekeeping" on packet page 14, line 42 should be "bookkeeping".

MOTION: Final Order 2020-06 Denying APP 2020-04 Prince VRD License Appeal
MOVER: Kim Blackerby, Commissioner
SECONDER: MacNeale Smith, Commissioner
AYES: Baker, Blackerby, Brainerd, Kroen, Nelson, Smith
ABSENT: Miles Schlesinger
RESULT: Passed as Amended

5. NEW BUSINESS

6. PUBLIC HEARINGS/DELIBERATIONS

6.1. PUD 2020-02 Lincoln Palisades Phase V

MOTION: PUD 2020-02 Lincoln Palisades Phase V
MOVER: Marci Baker, Commissioner
SECONDER: Lenny Nelson, Commissioner
AYES: Baker, Blackerby, Brainerd, Kroen, Nelson, Smith
ABSENT: Miles Schlesinger
RESULT: Motion to Continue - Passed

7. OLD BUSINESS

7.1. Tree Ordinance Revisions Discussion

Chair Kroen thanked Commissioner Blackerby for responding with comments on the community forest draft. She confirmed the list of people that the commissioners would like to talk to in a tree ordinance work session, and asked the commissioners to spend some time on their thoughts on trees in the city. She also asked to see the example Ashland annexation ordinance that was mentioned several times previously, and the environmental portion of the Villages Master Plan.

Senior Planner Dave Mattison volunteered to take the community forest document and integrate the existing ordinance into the outline. Chair Kroen thanked Mr Mattison, and said that Someone needs to do the piecing together of the puzzle. It is always easier for people to respond to something than to create it for themselves.

Commissioner Smith said that one of the things that he has been thinking about related to trees is incentives, as was talked about briefly in previous discussions. He encouraged the other commissioners to take a look at how Portland runs their tree stewardship and tree heritage programs. Commissioner Smith asked about the possibility of talking to developers to get their input related to what incentives for tree preservation would be meaningful to them. Chair Kroen responded that the Planning Commission has talked about arborists and planners, but had not yet talked about including someone from the business/developer community.

8. PLANNING COMMISSION TRAINING

None

9. REPORTS & COMMENTS

City Manager Ron Chandler reported on the virtual open house to allow the public to meet the candidates for Planning and Community Development Director, which he said went well, and that the feedback that came out of it was helpful. The City is in the process of starting to extend a job offer, and expect that the individual should come in around the second week of January.

Commissioner Blackerby asked Commissioner Brainerd about the status of the D-River dredging. Commissioner Brainerd said that the project is still in the permitting process with DEQ, and USACoE, and that he does not have a time frame on when dredging might occur.

10. FUTURE AGENDA ITEMS & NEXT MEETINGS

The next meeting will be on December 22, 2020, rather than the 15th.

11. ADJOURN

Respectfully submitted,

James White
Assistant Planner

Patti Kroen
Chair



PLANNING COMMISSION STAFF REPORT
MEETING DATE: December 22, 2020

Report prepared by David Mattison, Senior Planner

Extension request for CUP 2020-01 NWN Lincoln City Resource Center

NWN LC Master Land Use App Signed 111620 (PDF)

NWN LC CUP Extension Request Narrative 111620 (PDF)

OFFICE USE ONLY Date Filed: _____ Amount/Fee: _____ Receipt No: _____ Received By: _____ 30 Days: _____ Deemed Incomplete: _____ Deemed Complete: _____ 120 Day Deadline: _____	 LAND USE APPLICATION	OFFICE USE ONLY Stamp Date Received _____ File No: _____
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APPLICATION TYPE

<input type="checkbox"/> ANNEXATION	<input type="checkbox"/> LOT LINE ADJUSTMENT	<input type="checkbox"/> SITE PLAN REVIEW
<input type="checkbox"/> APPEAL OF PLANNING COMMISSION DECISION	<input type="checkbox"/> MINOR PARTITION	<input type="checkbox"/> SUBDIVISION
<input type="checkbox"/> APPEAL OF PLANNING DEPARTMENT DECISION	<input type="checkbox"/> NATURAL RESOURCE DEVELOPMENT REVIEW	<input type="checkbox"/> URBAN GROWTH BOUNDARY AMENDMENT
<input type="checkbox"/> COMPREHENSIVE PLAN & ZONING MAP AMENDMENT	<input type="checkbox"/> NATURAL RESOURCE DEVELOPMENT VARIANCE	<input type="checkbox"/> VACATION
<input type="checkbox"/> COMPREHENSIVE PLAN &/OR ZONING ORDINANCE TEXT AMENDMENT	<input type="checkbox"/> PLANNED UNIT DEVELOPMENT PRELIMINARY MASTER PLAN	<input type="checkbox"/> VARIANCE
<input type="checkbox"/> CONDITIONAL USE PERMIT	<input type="checkbox"/> PLANNED UNIT DEVELOPMENT FINAL MASTER PLAN	<input checked="" type="checkbox"/> OTHER <u>CUP Extension</u>

NAME OF APPLICANT: Mary Fierros Bower (Applicant's Representative / Agent)

MAILING ADDRESS: 720 NW Davis Street, Suite 300

CITY: Portland **STATE:** OR **ZIP:** 97209

DAYTIME PHONE: 503.256.1572 **Signature:** _____

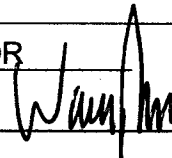
EMAIL (OPTIONAL): mfierrrosbower@lrsarchitects.com

OWNER OF RECORD (if other than applicant)

NAME: Wayne Pipes

MAILING ADDRESS: 250 SW Taylor Street

CITY: Portland **STATE:** OR **ZIP:** 97204-3038

DAYTIME PHONE: 503.226.4211 x2496 **Signature:** 

EMAIL (OPTIONAL): Wayne.Pipes@nwnatural.com

APPLICANT AND/OR OWNER'S INTEREST IN PROPERTY SUBJECT TO REQUEST:

AGENT, FEE OWNER, CONTRACT PURCHASER, OPTION HOLDER, LESSEE, OTHER

PROJECT LOCATION: approximately 410 feet west of NE West Devils Lake Road

PROJECT ADDRESS: 2815 NE 36th Drive, Lincoln City, OR 97367

ASSESSOR'S MAP NO.: 07-11-02-CA-00103-00 **TAX LOT(S):** 21 and 22

AREA: 4.72 Acres (acres) **SQ. FT.:** 205,906 SF **ZONING:** GC-General Commercial

NW NATURAL LINCOLN CITY RESOURCE CENTER

CUP Extension Request

PROJECT INFORMATION:

2815 NE 36th DRIVE

LINCOLN CITY, OR 97367

MAP AND TAX LOTS 21 AND 22

LEGAL DESCRIPTION: 07-11-02-CA-00103-00

ZONING: GENERAL COMMERCIAL (GC)

PROPERTY OWNER / NW NATURAL GAS CO:

WAYNE PIPES

250 SW Taylor Street

PORTLAND, OR 97204-3038

503.226.4211 X2496

APPLICANT REPRESENTATIVE / LRS ARCHITECTS:

MARY FIERROS BOWER

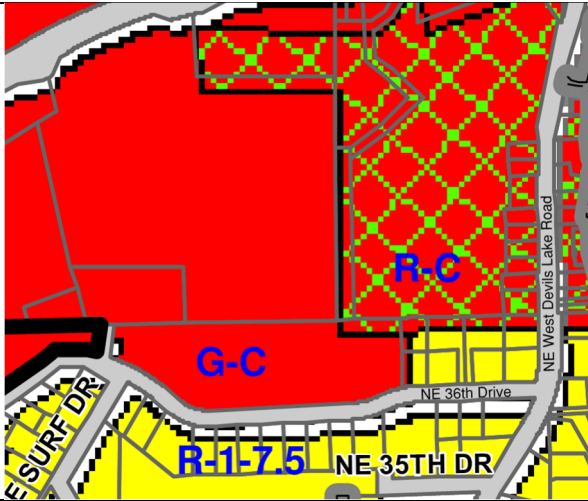
720 NW DAVIS STREET, SUITE 300

PORTLAND, OR 97209

NWN LINCOLN CITY RESOURCE

CUP Extension Request Narrative

The subject site is located on NE 36th Street in Lincoln City. The site is approximately 205,906 SF in size and carries the G-C General Commercial zoning district.

Site Information	NW NATURAL LINCOLN CITY RESOURCE CENTER
Location	2815 NE 36 th Drive, Lincoln City, OR 97367, approximately 410 feet west of NE West Devils Lake Road
County	Lincoln
Tax Lots	21 and 22
Site Size	205,906 SF (4.72 acres)
Land Use	
Jurisdiction	City of Lincoln City
Base Zone	General Commercial (G-C)
Existing Use	NA (Greenfield)
Tax Map	07-11-02-CA-00103-00
Pre-Application Conference	10/24/19
Case File	PR2019-16, CUP 2020-01, SPR 2020-01 Northwest Natural Resource Center
Type of Review	CUP Extension Request
City's Local Wetland Inventory Map	No identified wetlands on the property
Overlay Districts	No overlay districts for flood hazards or soils hazards
Surrounding land uses and zones	
North:	Undeveloped and RV park; General Commercial (GC) and Recreation Commercial (RC)
South:	NE 36 th Drive and residences; Single-Family Residential (R-1-7.5)
East:	Residences; Single-Family Residential (R-1-7.5)
West:	Undeveloped; General Commercial (GC)

Proposal Summary

PROJECT DESCRIPTION

NW Natural is proposing to build a new Resource Center on greenfield land in Lincoln City on NE 36th Drive that is not open to customers or the public. The subject resource center is a communications and dispatch center for gas line repair response crews, along with the fleet vehicle and materials storage needed for that purpose. The existing NW Natural facility that serves the same purpose is currently in Lincoln City. Relocating it will increase resiliency because it will be built to a category 4 operational seismic standard.

The scope includes a new 1 story 4,270 SF office building designed to seismic category IV "Immediate occupancy". Including a new 7,408 SF vehicle storage / warehouse building designed to seismic category II "immediate occupancy", with drive-thru bays and a truck washing equipment (Landa) room. Site work scope includes, a covered truck washing pad, a trash enclosure, an emergency generator, and staff and fleet parking spaces. Site structures include an enclosed vehicle storage garage for temperature sensitive vehicles, a covered pipe storage metal shed, a covered spoil & a decant bin area and a fueling tank canopy.

DEVELOPMENT REVIEW

The applicant received Conditional Use Permit and Site Plan Design Review approvals on February 18, 2020.

The applicant is requesting approval of a CUP extension.

Title 17 Development Code, LCMC 17.60.080 Time Limitation, states that: 'A conditional use permit shall become void one year after approval (February 18, 2021 in this case), or after such greater or lesser time as may be specified as a condition of approval, unless within that time the required building construction, alternation or enlargement has been commenced and diligently pursued or, if no such construction, alternation or enlargement is required, unless the permitted activity is being regularly conducted on the premises. The planning commission may extend a use permit for an additional period of one year, subject to the requirements of this title. No more than one such extension may be granted. The CUP Extension fee is (\$750) and is submitted with this application. Fees are based on Planning and Community Development Fee Schedule.

LCMC, 17.60 Conditional Uses

LCMC 17.60.080 TIME LIMITATION

CUP EXTENSION REQUEST

- Given the ongoing state of COVID-19, the timing of NW Natural's Facilities Retrofit program has been impacted. This has impacted the schedule for their Lincoln City Resource Center project. The current schedule is for NW Natural to begin design work including construction documents on April 1, 2021. The start of construction is estimated to begin in January 2022 with completion in October 2022.

Conclusion

Approval of the CUP extension application will allow the Applicant to construct a well-designed NW Natural Resource Center within the project schedule noted above. The Applicant therefore respectfully requests approval of the subject Conditional Use Permit extension application.



PLANNING COMMISSION STAFF REPORT
MEETING DATE: December 22, 2020

Report prepared by David Mattison, Senior Planner

Extension request for CUP 2019-04 Transitional Housing

Conditional Use Permit Extension_Helping Hands (PDF)
Request (PDF)
Letter (PDF)

OFFICE USE ONLY Date Filed: _____ Amount/Fee: _____ Receipt No: _____ Received By: _____ 30 Days: _____ Deemed Incomplete: _____ Deemed Complete: _____ 120 Day Deadline: _____	 LAND USE APPLICATION	OFFICE USE ONLY Stamp Date Received _____ File No: _____
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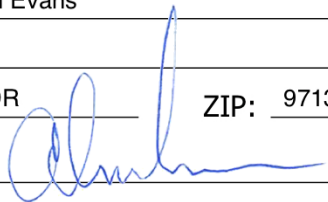
APPLICATION TYPE

<input type="checkbox"/> ANNEXATION	<input type="checkbox"/> LOT LINE ADJUSTMENT	<input type="checkbox"/> SITE PLAN REVIEW
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<input checked="" type="checkbox"/> CONDITIONAL USE PERMIT	<input type="checkbox"/> PLANNED UNIT DEVELOPMENT FINAL MASTER PLAN	<input type="checkbox"/> OTHER _____

NAME OF APPLICANT: Helping Hands Reentry Outreach Centers c/o Alan Evans

MAILING ADDRESS: PO Box 413

CITY: Seaside **STATE:** OR **ZIP:** 97138

DAYTIME PHONE: 503-440-9357 **Signature:** 

EMAIL (OPTIONAL): a.evans@helpinghandsreentry.org

OWNER OF RECORD (if other than applicant)

NAME: _____

MAILING ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP:** _____

DAYTIME PHONE: _____ **Signature:** _____

EMAIL (OPTIONAL): _____

APPLICANT AND/OR OWNER'S INTEREST IN PROPERTY SUBJECT TO REQUEST:

AGENT, FEE OWNER, CONTRACT PURCHASER, OPTION HOLDER, LESSEE, OTHER

PROJECT LOCATION: 3454 NE Hwy 101

PROJECT ADDRESS: _____

ASSESSOR'S MAP NO.: 7-11-02-CC **TAX LOT(S):** 500, 300

AREA: .69 **(acres)** **SQ. FT.:** 30,599 **ZONING:** GC

James White

From: David Mattison
Sent: Wednesday, December 16, 2020 4:06 PM
To: James White
Subject: FW: Extension for Helping Hands

For PC

From: Elizabeth Grey <e.grey@helpinghandsreentry.org>
Sent: Monday, November 30, 2020 1:09 PM
To: David Mattison <dmattison@lincolncity.org>
Cc: Alan Evans <a.evans@helpinghandsreentry.org>; Ronald Chandler <rchandler@lincolncity.org>
Subject: Extension for Helping Hands

Hi David,

Due to Covid and other circumstances, we would like to file for an extension for the property located at 3454 NE Hwy 101 in Lincoln City. Please advise next steps.

Thank you!
Elizabeth

--

Elizabeth Kotaich
Development Director
Helping Hands Reentry Outreach Centers
503-265-9046
www.helpinghandsreentry.org

James White

From: David Mattison
Sent: Wednesday, December 16, 2020 4:44 PM
To: James White
Subject: FW: CUP 2019-04 - Transitional Housing

[One more item...](#)

From: Byron Farley [REDACTED]
Sent: Wednesday, December 16, 2020 9:33 AM
To: David Mattison <dmattison@lincolncity.org>
Cc: Caeleigh Rogers [REDACTED]
Subject: CUP 2019-04 - Transitional Housing

Mr. Mattison,

I represent several Lincoln City property owners with respect to their potential objections to the land use application referenced in the subject line. I understand an application was submitted by Helping Hands for an extension of the CUP. I reviewed the Lincoln City Planning and Community Development webpage links, but I was unable to find a link to the pending extension application. Could you please either e-mail me the link, or e-mail me a copy of the extension application and any/all related documentation?

Thank you in advance for your professional courtesies.

Sincerely,

Byron Farley
Martinis & Hill
[REDACTED]