

PLANNING COMMISSION MEETING MINUTES

**Monday
June 11, 2018**

The Ontario Planning Commission was called to order at 7:00 pm in the Council Chambers of City Hall. Commission members present were Chairman Ralph Poole, John Hall, John Briedenbach, and Richard Newman were present. Cindy McLeran, Craig Smith, and Max Twombly were excused.

City Staff present were Dan Cummings, Community Development Director and Marcy Siriwardene, Planning and Zoning Technician. Betty Carter, City Council Ex-Officio, and Adam Brown, City Manager, were both excused.

The meeting was recorded on tape and the tape is on file at the City Community Development Center. The Agenda for this meeting was emailed on or before June 4, 2018. Copies of the Agenda were available at the City Community Development Center.

Chairman Ralph Poole led everyone in the Pledge of Allegiance.

ADOPTION OF AGENDA

John Hall moved, seconded by Richard Newman, to adopt the agenda of the June 11, 2018 meeting. Roll call vote: Smith-out; McCleran-out; Twombly-out; Hall-yes; Briedenbach-yes; Newman-yes; Poole-yes. Motion carried 4/3/0.

There were no unscheduled public appearances or public comments.

ADOPTION OF MINUTES

Richard Newman moved, seconded by John Hall, to adopt the minutes of March 5, 2018. Roll call vote: Smith-out; McCleran-out; Twombly-out; Hall-yes; Briedenbach-yes; Newman-yes; Poole-yes. Motion carried 4/3/0.

There were no objections to Planning Commission jurisdiction and no abstentions or ex-parte contact.

There were no Old Business Discussion Items.

PUBLIC HEARING 2018-04-09ZA A REQUEST TO REPLACE THE CITY ZONING AND DEVELOPMENT CODE, TITLE 10C-50 SUBSTANTIVE REGULATIONS FOR LAND DEVELOPMENT-HISTORICAL LANDMARKS.

Kayla Kirksey, Economic Development Coordinator of Revitalize Ontario! gave the presentation.

II. SUMMARY & BACKGROUND:

Chapter 10B-15-05 allows the initiation of zoning and development code amendments by the City Council or Planning Commission. The proposed amendments have been initiated.

As proposed, the amendment would replace Chapter 10C-50 entirely with a new Historical Landmarks Ordinance named Historic Preservation Ordinance.

Doing so will allow the National Park Service and the State Historic Preservation Office to recognize the City of Ontario as a Certified Local Government, opening up opportunities for grants, technical assistance, historic inventories, and historic preservation trainings.

The code would be non-compulsory. Property owners would have to register their property as historic, if it meets the standards, in order to be eligible for grant money and be held to the restrictions laid out in this chapter.

81 other cities in Oregon are recognized as Certified Local Governments and therefore are eligible to receive grants of varying amounts from the State.

The applicant wishes to replace the current code with a code that adheres to SHPO standards. The changes are as follows:

- REPEALING TITLE 10C-50 HISTORICAL LANDMARKS AND REPLACING IT WITH TITLE 10C-60 HISTORICAL PRESERVATION LANDMARKS.

Refer to Exhibit A for the draft ordinance and text of the specific amendments.

III. PREVIOUS PLANNING COMMISSION ACTION:

Nothing on this request.

IV. Findings of Fact

1. The City of Ontario substantive regulations for land development requirements are contained in Title 10C of the Ontario City Code
2. Amendments to Title 10C have been initiated by the City Council in accord with Section 10B-15, Ontario City Code
3. Amendments actions are first referred to the Ontario Planning Commission for a public hearing and recommendation to the City Council
4. The appropriate legal notice has been provided for this hearing

Conclusion:

The city, from time to time, may amend its zoning regulations in response to emerging technologies or business concepts or changes in state law. The proposed amendments to Titles 10C Ontario City Code are both substantive and "housekeeping" measures in response to Council direction and identification of changing business concepts and state regulations.

V. RECOMMENDATION

Staff recommended that the City of Ontario Planning Commission recommend to the City Council, adoption of the proposed amendments attached as Exhibit A. based on the Findings of Fact.

DISCUSSION

Commissioner Hall asked if the property has to maintain the original use of the building. He gave the example of a saloon.

CITY OF ONTARIO, 444 SW 4TH STREET, ONTARIO OREGON 97914

Ms. Kirksey explained that it would be up to the discretion of the commission that was appointed. In the saloon example, it could be converted to a restaurant or such. What was discouraged was a complete change of use such as retail to an apartment complex or condo.

Chairman Poole asked how many historical homes were already on the register in Ontario.

Ms. Kirksey answered that there were currently seven on the ordinance but that some were disputed or not in existence any more. Part of the process would be her contacting the current owners of those properties to see if they would like to take advantage of the program.

Mr. Cummings, Community Development Director, stated that there were two properties that had to stay on the list as they were recognized on the national list. The others did not have to stay on the list.

Chairman Poole asked what would happen if Revitalize Ontario! went away.

Mr. Cummings answered that the Commission would still be in existence.

Chairman Poole commented about the 50 year old home being able to be on the registry and that 50 years was not that old.

Ms. Kirksey explained that 50 years old was the baseline and that the Commission would have discretion of what was put on the list.

Mr. Cummings stated that the Downtown Façade Grant Committee were currently managing the grants for the downtown area and would be considered the Historical Committee too. He listed the committee members. He also stated that the homes would be added as a Resolution where currently they are listed as an Ordinance.

Mr. Cummings also added that any of the public that wanted their property on the first Resolution could add their property for no charge since the initial Resolution will be done by the City. Afterwards, the application fees and Resolution fees will be required to be added onto the list.

Commissioner Briedenbach mentioned the State Historic Preservation Office (S.H.P.O.) recommending that the City of Ontario follow through with the Historical Landmark development.

Mr. Cummings mentioned the Competition building receiving a Façade Grant as well as other grants.

Chairman Poole asked how Ms. Kirksey's position was funded.

Ms. Kirksey answered that her position was grant funded. Her position was funded and she would be with the City of Ontario until the ended of July, 2018.

Chairman Poole asked if there was a downside to approving the new land use action.

Mr. Cummings stated that it would be a favorable proposition. If a person put their property on the historical list and sold it later, it would be listed as a deed restriction to the next owners.

Commissioner Briedenbach asked if the boundaries were city limits or more restrictive.

Mr. Cummings answered that it would be city-wide, not just the downtown area.

Ms. Kirksey stated that compared to the state or national historic registers, the City of Ontario would be less restrictive.

Mr. Briedenbach commented on each business having a choice to get on the historical list instead of full blocks of owners getting on the list.

APPROVAL OF LAND USE ACTION#2018-04-09ZCA A REQUEST TO REPLACE THE CITY ZONING AND DEVELOPMENT CODE, TITLE 10C-50 SUBSTANTIVE REGULATIONS FOR LAND DEVELOPMENT-HISTORICAL LANDMARKS.

Richard Newman moved, seconded by John Hall, to approve Land Use Action 2018-04-09ZCA. Roll call vote: Smith-out; McCleran-out; Twombly-out; Hall-yes; Briedenbach-yes; Newman-yes; Poole-yes. Motion carried 4/3/0.

DISCUSSION ITEMS

- A) Report from the Community Development Director: Quarterly Report
- B) Recent Building Permit Activity
Permit activity was discussed and it was decided to keep the PC members up to date by emailing the building permit activity on a monthly basise emailed monthly to the Planning Commission members instead of being added to the monthly PC packets.

ADJOURN

John Hall moved, seconded by Richard Newman, to adjourn. Roll call vote: Smith-out; McCleran-out; Twombly-out; Hall-yes; Briedenbach-yes; Newman-yes; Poole-yes. Motion carried 4/3/0.

Ralph Poole
Chairman

Attest: Marcy Siriwardene
Planning & Zoning Technician