



PLANNING COMMISSION MEETING

March 20, 2025 at 6:00 PM

Boardman City Hall Council Chambers

AGENDA

1. CALL TO ORDER

2. FLAG SALUTE

3. ROLL CALL

4. APPROVAL OF MINUTES

A. Planning Commission Meeting Minutes January 16, 2025

5. PUBLIC HEARINGS

A. Site Design Review RVW25-000005: Teton West of Washington, applicant and Oregon Potato Company, owner. Property is described as tax lot 2500 of Assessor's Map 4N 25E 10 and is zoned Industrial-General Industrial. The request is to approve a Bulk Potato Storage with an attached fan house. Criteria for approval are found at the Boardman Development Code Chapter 4.2 Development Review and Site Design Review along with standards in Chapter 2.3.100 General Industrial Sub-District and Chapter 3 Design Standards. It is being processed as a Type III decision.

B. Subdivision DIV25-000001: City of Boardman, applicant, and owners. The subject property is described as tax lot 100 of Assessor's Map 4N 25E 16B and is zoned Transmission Easement Subdistrict, Commercial and Commercial-Tourist, Tourist Commercial. This request is for a Subdivision creating a total of 5 lots. Criteria are found in the Boardman Development Code Chapter 4.3 Land Divisions and Lot Line Adjustments and is being processed as a Type III decision.

6. DISCUSSION ITEMS

A. Planning Official Update

7. PUBLIC COMMENT

INVITATION FOR PUBLIC COMMENT – The commission chair will announce that any interested audience members are invited to provide comments. Anyone may speak on any topic other than: a matter in litigation, a quasi-judicial land use matter; or a matter scheduled for public hearing at some future date. The commission chair may limit comments to 3 minutes per person for a total of 30 minutes. Please complete a request to speak card prior to the meeting. Speakers may not yield their time to others.

8. COMMISSION COMMENTS

9. ADJOURNMENT

Zoom Meeting Link: <https://us02web.zoom.us/j/2860039400?omn=89202237716>

This meeting is being conducted with public access in-person and virtually in accordance with Oregon Public Meeting Law. If remote access to this meeting experiences technical difficulties or is disconnected and there continues to be a quorum of the council present, the meeting will continue.

The meeting location is accessible to persons with disabilities. Individuals needing special accommodations such as sign language, foreign language interpreters or equipment for the hearing impaired must request such services at least 48 hours prior to the meeting. To make your request, please contact a city clerk at 541-481-9252 (voice), or by e-mail at city.clerk@cityofboardman.com.



PLANNING COMMISSION MEETING

January 16, 2025 at 6:00 PM

Boardman City Hall Council Chambers
MINUTES

1. CALL TO ORDER

2. FLAG SALUTE

3. ROLL CALL

4. WELCOME NEW MEMBERS

Commissioner Irons and, Commissioner Jones were both reappointed. Timestamp - 1:23

5. ELECTION OF OFFICERS

Timestamp - 1:49

A. Chair - Commissioner Zack Barresse

Motion made by Commissioner Connell, Seconded by Commissioner Carbray.

Voting Yea: Commissioner Carbray, Commissioner Leighton, Commissioner Connell, Commissioner TenEyck, Commissioner Irons, Commissioner Jones

Voting Abstaining: Commissioner Barresse

B. Vice Chair

Vice Chair - Commissioner Sam Irons

Motion made by Commissioner Irons, Seconded by Commissioner Connell.

Voting Yea: Commissioner Carbray, Commissioner Leighton, Commissioner TenEyck, Commissioner Barresse, Commissioner Jones

Voting Abstaining: Commissioner Irons

6. APPROVAL OF MINUTES

A. Planning Commission Meeting Minutes December 19, 2024

Timestamp - 4:46

Motion made by Commissioner Leighton, Seconded by Commissioner Carbray.

Voting Yea: Commissioner Connell, Commissioner TenEyck, Commissioner Barresse, Commissioner Irons, Commissioner Jones

7. PUBLIC HEARINGS

- A. Site Design Review, RVW24-000090: Knutzen Engineering, applicant and Devin Equipment LLC, owner. Property is described as tax lots 1200 and 1300 of Assessor's Map 4N 25E 09CC and is zoned Commercial – Tourist Commercial. The request is to approve a convenience store, 16 gas pumps, and a drive through restaurant. Criteria for approval are found at the Boardman Development Code Chapter 4.2 Development Review and Site Design Review along with standards in Chapter 2.2.180 Tourist Commercial Sub-District and Chapter 3 Design Standards. It is being processed as a Type III decision.

Timestamp - 6:45

Motion made by Commissioner Connell, Seconded by Commissioner TenEyck.

Voting Yea: Commissioner Carbray, Commissioner Barresse, Commissioner Irons,
Commissioner Jones

Voting Abstaining: Commissioner Leighton

Commissioner Leighton recused herself due to conflict of interest and moved from the dais.

Commissioner Leighton made comment about the proposal negatively impacting local businesses.

8. DISCUSSION ITEMS

A. Planning Official Update

Planning Official Carla McLane gave her report - Timestamp 56:31

9. PUBLIC COMMENT

INVITATION FOR PUBLIC COMMENT – The commission chair will announce that any interested audience members are invited to provide comments. Anyone may speak on any topic other than: a matter in litigation, a quasi-judicial land use matter; or a matter scheduled for public hearing at some future date. The commission chair may limit comments to 3 minutes per person for a total of 30 minutes. Please complete a request to speak card prior to the meeting. Speakers may not yield their time to others.

There were none.

10. COMMISSION COMMENTS

There were none.

11. ADJOURNMENT

Commission Chair Barresse adjourned meeting at 7:07 PM.

Commissioner Chair

Planning Department

PLANNING COMMISSION
FINDINGS OF FACT
RVW25-000005
TYPE III DECISION PROCESS

REQUEST: To approve the construction of a 258'-8"x 380' Bulk potato storage with a 40'x78' and a 40'x40' attached fanhouse.

APPLICANT:	Teton West of Washington Tim Schwartz 5806 Industrial Way B Pasco, WA 99301
OWNER:	Oregon Potato Company PO Box 3110 Pasco, WA 99302
PROPERTY DESCRIPTION:	Tax Lot 2500 of Assessor’s Map 4N 25E 10.
GENERAL LOCATION:	South side of Columbia Avenue NE, between Olson Road and Ulman Boulevard.
ZONING:	General Industrial.
EXISTING DEVELOPMENT:	Currently used for a scale house with some existing utilities.
PROPOSED USE:	Bulk Potato Storage and associated structures.

- I. **BACKGROUND:** The subject property is currently used for the existing truck scale structures. For this request there has been a preapplication meeting with the Planning Official and a Site Team meeting was held on March 6, 2025 with area utility and public service providers. During the Site Team Meeting, the Boardman Fire Marshal requested coordination for the installation of a fire hydrant on site. There are several Conditions of Approval that the Planning Commission needs to give consideration to.
- II. **APPROVAL CRITERIA:** The application has been filed under the City of Boardman Development Code Chapter 4.1 Types of Applications and Review Procedures as a Type III Decision Process based on the requirements of Chapter 4.2 Development Review and Site Design Review. Applicable criteria include 4.2.600 Approval Criteria which requires evaluation under the applicable provisions for commercial development in Chapter 2, provisions in Chapter 3 Design Standards, and others chapters or sections as deemed appropriate. The applicable criteria are included below in **bold** type with responses in standard type.

Chapter 4.2 Development Review and Site Design Review
Section 4.2.600 Approval Criteria
The review authority shall make written findings with respect to all of the following criteria when approving, approving with conditions, or denying an application:

1. **The application is complete, as determined in accordance with Chapter 4.1 - Types of Applications and Section 4.2.500, above.**

The applicant has submitted a complete application with site plan addressing the bulk of the applicable criteria. Included was a preliminary site plan with existing conditions and the proposed development, and a preliminary mechanical design.

2. **The application complies with the all of the applicable provisions of the underlying Land Use District (Chapter 2), including: building and yard setbacks, lot area and dimensions, density and floor area, lot coverage, building height, building orientation, architecture, and other special standards as may be required for certain land uses;**

General Manufacturing, processing, and storage of raw material are allowed and appropriate in the General Industrial Zone.

Other Chapter 2 provisions concerning setbacks, lot coverage, building height, orientation, architecture and other standards that may be evaluated can be met based on the preliminary site plan that has been submitted. Since there are still aspects that the preliminary site plan cannot provide it is recommended and listed as a Condition of Approval that the applicant apply for Development Review prior to moving to building review to assure that all provisions can be met.

3. **The applicant shall be required to upgrade any existing development that does not comply with the applicable land use district standards, in conformance with Chapter 5.2, Non-Conforming Uses and Development;**

The subject property currently has a scale house that is to be retained with some existing utilities onsite. There are no issues related to non-conforming uses and development to be resolved. This criterion is deemed to be not applicable.

4. **The application complies with the Design Standards contained in Chapter 3. All of the following standards shall be met:**

[The following address the various Chapter 3 provisions that staff have deemed applicable.](#)

Chapter 3.1 - Access and Circulation

3.1.100 Purpose. The purpose of this chapter is to help insure that developments provide safe and efficient access and circulation, for pedestrians and vehicles. Section 3.1.200 provides standards for vehicular access and circulation. Section 3.1.300 provides standards for pedestrian access and circulation. Standards for transportation improvements are provided in Chapter 3.4.100.

Section 3.1.200 Vehicular Access and Circulation

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C. Access Permit Required

1. **City Street Permits.** Permits for access to City streets shall be subject to review and approval by the City Manager or his/her designee based on the standards contained in this Chapter, and the provisions of Chapter 3.4.100 - Transportation Standards. An access permit may be in the form of a letter to the applicant, or it may be attached to a land use decision notice as a condition of approval.

Access permits are not required from the City as the Port of Morrow is the agency with access jurisdiction for this property and may require permits before development. See discussion below.

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- D. **Traffic Study Requirements.** The City or other agency with access jurisdiction may require a traffic study prepared by a qualified professional to determine access, circulation and other transportation requirements. (See also, Section 3.4.100 - Transportation Standards, and Chapter 4.10.)

The requirement for a Traffic Study is not warranted from the City, however the Port of Morrow has access jurisdiction for Columbia Avenue NE at the subject property. The applicant is required to work cooperatively with the Port of Morrow regarding access, circulation, and other transportation requirements. This is listed as a condition of approval.

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- F. Access Options.** When vehicle access is required for development (i.e., for off-street parking, delivery, service, drive-through facilities, etc.), access shall be provided by one of the following methods. These methods are “options” to the developer/subdivider, unless one method is specifically required by Chapter 2 (i.e., under “Special Standards for Certain Uses”). A minimum of 10 feet per lane is required.

The preliminary site plan identifies two existing access points on Columbia Avenue NE, which is a roadway managed by the Port of Morrow. It is listed as a condition of approval that the applicant provide confirmation to the Planning Official from the Port of Morrow regarding whether access permits are required or if the accesses are authorized as pre-existing.

- G. Access Spacing.** Driveway accesses shall be separated from other driveways and street intersections in accordance with the following standards and procedures:
- 1. Local Streets.** The minimum feet of separation on local streets (as measured from the sides of the driveway/street) shall be determined based on the policies and standards contained in Table 3.1.200 G except as provided in subsection 3, below.
 - 2. Arterial and Collector Streets.** Access spacing on collector and arterial streets and at controlled intersections (i.e., with four-way stop sign or traffic signal) shall be determined by the policies and standards in Table 3.1.200 G.

Minimum Spacing Standards can be achieved in this criterion based on Table 3.1.200 G, as the width of the property is sufficient. The applicant will need to coordinate access with the Port of Morrow as outlined above.

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- H. Number of Access Points.** For single-family (detached and attached), two-family, and three-family housing types, one street access point is permitted per lot; except that two access points may be permitted for two-family and three-family housing on corner lots (i.e., no more than one access per street), subject to the access spacing standards in Section ‘G’, above. The number of street access points for multiple family, commercial, industrial, and public/institutional developments shall be minimized to protect the function, safety and operation of the street(s) and sidewalk(s) for all users. Shared access may be required, in conformance with Section I, below, in order to maintain the required access spacing, and minimize the number of access points.

Two access points are proposed as currently existing accesses. See above for the requirement for access permits.

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- I. Shared Driveways.** Where feasible, the number of driveway and private street accesses to public streets shall be minimized for commercial and industrial uses by the sharing of driveways between adjoining parcels. The City shall require shared driveways as a condition of land division or site design review for commercial and industrial uses, as applicable, for traffic safety and access management purposes in accordance with the following standards:

The existing access points for this property on Columbia Avenue NE are also currently being utilized for the neighboring storage facilities.

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- K. Driveway Openings.** Driveway openings [or curb cuts] shall be the minimum width necessary to provide the required number of vehicle travel lanes (10 feet for each travel lane). The following standards (i.e., as measured where the front property line meets the sidewalk or right-of-way) are

required to provide adequate site access, minimize surface water runoff, and avoid conflicts between vehicles and pedestrians:

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7. **Loading area design.** The design of driveways and on-site maneuvering and loading areas for commercial and industrial developments shall consider the anticipated storage length for entering and exiting vehicles to prevent vehicles from backing into the flow of traffic on the public street or causing unsafe conflicts with on-site circulation.

Loading areas are not specifically outlined in the site plan but should be configured without impacting the fire access plan.

- L. **Fire Access and Parking Area Turn-around.** A fire equipment access drive shall be provided for any portion of an exterior wall of the first story of a building that is located more than 150 feet from an existing public street or approved fire equipment access drive. Parking areas shall provide adequate aisles or turn-around areas for service and delivery vehicles so that all vehicles may enter the street in a forward manner. For requirements related to cul-de-sacs or dead-end streets, please refer to Section 3.4.100.M.

The applicant shall calculate and submit fire access plan information for review by the Fire Marshall prior to final approval of the Development Review permit. This is listed as a Condition of Approval.

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- N. **Vision Clearance.** No signs, structures or vegetation in excess of three feet in height shall be placed in "vision clearance areas", as shown in Figure 3.1.200N. This standard applies to the following types of roadways: streets, driveways, alleyways and railways. The minimum vision clearance area may be increased by the City Manager or his/her designee upon finding that more sight distance is required (i.e., due to traffic speeds, roadway alignment, etc.). An exception to this standard may be granted by the City Manager or his/her designee to allow utility structures (such as electrical transformers) for necessary services. This exception does not include the installation of utility poles.

The applicant shall submit plans for and obtain proper permits for signs, structures, or landscaping showing all vision clearance areas free and clear. This is listed as a Condition of Approval.

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3.1.300 Pedestrian Access and Circulation

- A. **Pedestrian Access and Circulation.** To ensure safe, direct and convenient pedestrian circulation, all developments, except single family detached housing (i.e., on individual lots), shall provide a continuous pedestrian and/or multi-use pathway system. (Pathways only provide for pedestrian circulation. Multi-use pathways accommodate pedestrians and bicycles.) The system of pathways shall be designed based on the standards in subsections 1-3, below:

1. **Continuous Pathways.** The pathway system shall extend throughout the development site, and connect to all future phases of development, adjacent trails, public parks and open space areas whenever possible. The developer may also be required to connect or stub pathway(s) to adjacent streets and private property, in accordance with the provisions of Section 3.1.200 - Vehicular Access and Circulation, and Chapter 3.4. 100 - Transportation Standards.
2. **Safe, Direct, and Convenient Pathways.** Pathways within developments shall provide safe, reasonably direct and convenient connections between primary building entrances and all adjacent streets, based on the following definitions:
 - a. **Reasonably direct.** A route that does not deviate unnecessarily from a straight line or a route that does not involve a significant amount of out-of-direction travel for likely users.
 - b. **Safe and convenient.** Bicycle and pedestrian routes that are reasonably free from hazards and provide a reasonably direct route of travel between destinations.

- c. **Commercial and Industrial Primary Entrance.** For commercial, industrial, mixed use, public, and institutional buildings, the “primary entrance” is the main public entrance to the building. In the case where no public entrance exists, street connections shall be provided to the main employee entrance.
- d. **Residential Entrance.** For residential buildings the “primary entrance” is the front door (i.e., facing the street). For multifamily buildings in which each unit does not have its own exterior entrance, the “primary entrance” may be a lobby, courtyard or breezeway which serves as a common entrance for more than one dwelling.
- 3. **Connections Within Development.** For all developments subject to Site Design Review, pathways shall connect all building entrances to one another. In addition, pathways shall connect all parking areas, storage areas, recreational facilities and common areas (as applicable), and adjacent developments to the site, as applicable.

These criteria are not applicable to this project as the building is for storage of commodities and as such will not have traditional entrances, parking areas, or common areas that are customary to buildings occupied by people.

Chapter 3.2 Landscaping, Street Trees, Fences and Walls

3.2.200 New Landscaping

- A. **Applicability.** This Section shall apply to all developments requiring Site Design Review, and other developments with required landscaping.
- B. **Landscaping Plan Required.** A landscape plan is required. All landscape plans shall conform to the requirements in Chapter 4.2, Section 500.B (Landscape Plans).
- C. **Landscape Area Standards.** The minimum percentage of required landscaping equals:

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2. General Industrial District. 20 percent of the site.

The applicant shall submit a Landscaping Plan prior to issuance of the Development Review Permit which shall meet City of Boardman Development Code requirements for design, installation, and maintenance. This is listed as a Condition of Approval.

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3.2.300 Street Trees

Street trees shall be planted for all developments that are subject to Site Design Review.

Requirements for street tree planting strips are provided in Section 3.4.100 - Transportation Standards. Planting of unimproved streets shall be deferred until the construction of curbs and sidewalks.

A landscaping plan is required, however, street trees are not appropriate for this development and will not be required as part of the landscaping plan.

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3.2.400 Fences and Walls

The following standards shall apply to all fences and walls:

- A. **General Requirements.** All fences and walls shall comply with the standards of this Section. The City may require installation of walls and/or fences as a condition of development approval, in accordance with Chapter 4.4 - Conditional Use Permits or Chapter 4.2 - Site Design Review.
 - 1. All private fences constructed in the public right-of-way shall require a zoning approval by the City of Boardman to construct the fence within the right-of-way. This approval will be through a Type I ministerial procedure consistent with 4.1.300.
- B. **Dimensions.**
 - 1. The maximum allowable height of fences and walls is six (6) feet, as measured from the lowest grade at the base of the wall or fence, except that retaining walls and terraced walls may

- exceed six (6) feet when permitted as part of a site development approval, or as necessary to construct streets and sidewalks. A building permit is required for walls exceeding 6 feet in height, in conformance with the Uniform Building Code.
2. The height of fences and walls within a front yard setback shall not exceed four (4) feet, in Residential or Commercial districts (except decorative arbors, gates, etc.) or six (6) feet in Industrial and Light Industrial Districts as measured from the grade closest to the street right-of-way.
 3. Landscaping walls to be built for required buffers shall comply with Section 3.2.200.
 4. Fences and walls shall comply with the vision clearance standards of Section 3.1.200.
- C. **Materials.** All fences shall be constructed of materials suited to provide fences of standard and acceptable visual characteristics of the surrounding neighborhood.
1. Acceptable materials shall include; chain link fencing, redwood or cedar fencing, composite fencing materials, formed plastic fencing, split rail fencing, painted picket fencing, concrete or plaster filled PVC fencing, decorative wrought iron or metal fencing, masonry block or brick or a combination of decorative masonry block or brick and decorative wrought iron or metal.
 2. Unacceptable materials shall include; pallet panels, steel farm fencepost, chicken wire, rabbit wire or other farm related fencing, undecorated plywood, undecorated pressboard, undecorated chipboard, scrap iron, two or three wire barbed wire fencing, electric fencing materials of any type, or materials inconsistent with the acceptable list of materials in 3.2.400 (C)(1).
 3. Use of Barbed Wire: the use of barbed wire in fencing materials may be allowed for security purposes within the Industrial and Light Industrial zones and will be subject to Conditional Use approval in all other land use districts within the City. The Conditional Use Permit shall follow the Type III procedure identified in 4.1.500 and be required to submit the information consistent with the provisions in Chapter 4.4.
- D. **Vision Clearance.** All fencing shall meet the requirements of vision clearance at any street intersection in accordance with Figure 3.1.200(N).
- E. **Maintenance.** For safety and for compliance with the purpose of this Chapter, walls and fences shall be maintained in good condition, or otherwise replaced by the owner.
- The application does not indicate a proposal for a fence. Should a fence be desired, any fence shall be subject to a Fence Permit. This is listed as a Condition of Approval.

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Chapter 3.3 Vehicle and Bicycle Parking

3.3.300 Vehicle Parking Standards

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A. Minimum Required Off-street Parking Spaces

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3. Industrial Uses

Industrial uses, except warehousing. One space per two employees on the largest shift or for each 700 square feet of gross floor area, whichever is less plus one space per company vehicle.

Warehousing. One space per 1,000 square feet of gross floor area or for each two employees, whichever is greater plus one space per company vehicle.

Public utilities (gas, water, telephone, etc.), not including business offices. One space per two employees on the largest shift, plus one space per company vehicle; a minimum of two spaces is required.

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B. Parking Location and Shared Parking

1. **Location.** Vehicle parking is allowed only on approved parking shoulders (streets), within garages, carports and other structures, or on driveways or parking lots that have been developed in conformance with this code. Specific locations for parking are indicated in Chapter 2 for some land uses (e.g., the requirement that parking be located to side or rear of buildings, with access from alleys, for some uses). (See also, Section 3.1 - Access and Circulation).
 2. **Off-site parking.** Except for single family, two-family, and three-family dwellings, the vehicle parking spaces required by this Chapter may be located on another parcel of land, provided the parcel is within ¼ mile of the use it serves. The distance from the parking area to the use shall be measured from the nearest parking space to a building entrance, following a sidewalk or other pedestrian route. The right to use the off-site parking must be evidenced by a recorded deed, lease, easement, or similar written instrument.
 3. **Mixed uses.** If more than one type of land use occupies a single structure or parcel of land, the total requirements for off-street automobile parking shall be the sum of the requirements for all uses, unless it can be shown that the peak parking demands are actually less (i.e., the uses operate on different days or at different times of the day). In that case, the total requirements shall be reduced accordingly.
 4. **Shared parking.** Required parking facilities for two or more uses, structures, or parcels of land may be satisfied by the same parking facilities used jointly, to the extent that the owners or operators show that the need for parking facilities does not materially overlap (e.g., uses primarily of a daytime versus nighttime nature), and provided that the right of joint use is evidenced by a recorded deed, lease, contract, or similar written instrument establishing the joint use.
 5. **Availability of facilities.** Owners of off-street parking facilities may post a sign indicating that all parking on the site is available only for residents, customers and/or employees, as applicable. Signs shall conform to the standards of Chapter 3.6.
- C. **Maximum Number of Parking Spaces.** The number of parking spaces provided by any particular use in ground surface parking lots shall not exceed the required minimum number of spaces provided by this Section by more than 10%. Spaces provided on-street, or within the building footprint of structures, such as in rooftop parking, or under-structure parking, or in multi-level parking above or below surface lots, shall not apply towards the maximum number of allowable spaces. Parking spaces provided through “shared parking” also do not apply toward the maximum number.
- D. **Parking Stall Size and Design Standards.** All off-street parking stalls shall be improved to conform to City standards for surfacing, stormwater management and striping, and have a net area of not less than 180 square feet exclusive of access drives or aisles, and shall be of usual shape and condition. If determined on a gross area basis, 280 square feet shall be allowed per vehicles. (Disabled person parking shall be provided in conformance with Section F)
- E. **Disabled Person Parking Spaces.** The following parking shall be provided for disabled persons, in conformance with the Americans with Disabilities Act and State Law. Disabled parking is included in the minimum number of required parking spaces in Section A.
- Any parking would be onsite, and offsite parking would not be allowed along Columbia Avenue NE. A designated parking area is not needed for this use as the building is not considered occupiable and public or disabled person parking is not necessary for this project. This criterion is met as it would apply to this proposal.

3.3.400 Bicycle Parking Requirements

- A. **Number of Bicycle Parking Spaces.** The following additional standards apply to specific types of development:

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5. **Multiple Uses.** For buildings with multiple uses (such as a commercial or mixed use center), bicycle parking standards shall be calculated by using the total number of motor vehicle parking spaces required for the entire development. A minimum of one bicycle parking space for every 10 motor vehicle parking spaces is required.

This criterion is not applicable to this project as designated parking spaces are not required. See above for parking requirements.

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Chapter 3.4 Public Facilities Standards

3.4.000 Purpose and Applicability

- A. **Purpose.** The purpose of this chapter is to provide planning and design standards for public and private transportation facilities and utilities. Streets are the most common public spaces, touching virtually every parcel of land. Therefore, one of the primary purposes of this Chapter is to provide standards for attractive and safe streets that can accommodate vehicle traffic from planned growth, and provide a range of transportation options, including options for driving, walking and bicycling. This Chapter is also intended to implement the City's Transportation System Plan. Important cross-reference to other standards: The City requires that streets provide direct and convenient access, including regular intersections. Chapter 3.1 - Access and Circulation, provides standards for intersections and blocks, and requires pedestrian access ways to break up long blocks.
- B. **Applicability.** Unless otherwise provided, the standard specifications for construction, reconstruction or repair of transportation facilities, utilities and other public improvements within the City shall occur in accordance with the standards of this Chapter. No development may occur unless the public facilities related to development comply with the public facility requirements established in this Chapter.
- C. **Standard Specifications.** The City Manager or his/her designee shall establish standard construction specifications consistent with the design standards of this Chapter and application of engineering principles. They are incorporated in this code by reference.
- D. **Conditions of Development Approval.** No development may occur unless required public facilities are in place or guaranteed, in conformance with the provisions of this Code. Improvements required as a condition of development approval, when not voluntarily accepted by the applicant, shall be roughly proportional to the impact of development. Findings in the development approval shall indicate how the required improvements are roughly proportional to the impact. Water and wastewater connections were discussed during the Site Team meeting. Water and Wastewater can be accessed on the north side of property from Columbia Avenue NE. All installations shall comply with the Boardman Development Code, Boardman Municipal Code, and Public Works or Port of Morrow Standards. This is listed as a Condition of Approval.

3.4.100 Transportation Standards

- A. **Development Standards.** No development shall occur unless the development has frontage or approved access to a public street, in conformance with the provisions of Chapter 3.1 - Access and Circulation, and the following standards are met:
 1. Streets within or adjacent to a development shall be improved in accordance with the Transportation System Plan and the provisions of this Chapter.
 2. Development of new streets, and additional street width or improvements planned as a portion of an existing street, shall be improved in accordance with this Section, and public streets shall be dedicated to the applicable city, county or state jurisdiction;
 3. New streets and drives connected to a collector or arterial street shall be paved; and

4. The City may accept a future improvement guarantee [e.g., the property owner agrees not to remonstrate (object) against the formation of a local improvement district in the future which the City may require as a deed restriction] in lieu of street improvements if one or more of the following conditions exist:

- a. A partial improvement may create a potential safety hazard to motorists or pedestrians;
- b. Due to the developed condition of adjacent properties it is unlikely that street improvements would be extended in the foreseeable future and the improvement associated with the project under review does not, by itself, provide increased street safety or capacity, or improved pedestrian circulation;
- c. The improvement would be in conflict with an adopted capital improvement plan; or
- d. The improvement is associated with an approved land partition on property zoned residential and the proposed land partition does not create any new streets.

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- C. **Creation of Rights-of-Way for Streets and Related Purposes.** Streets shall be created through the approval and recording of a final subdivision or partition plat; except the City may approve the creation of a street by acceptance of a deed, provided that the street is deemed essential by the City Council for the purpose of implementing the Transportation System Plan, and the deeded right-of-way conforms to the standards of this Code. All deeds of dedication shall be in a form prescribed by the City Manager or his/her designee and shall name "the public," as grantee.

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- E. **Street Location, Width and Grade.** Except as noted below, the location, width and grade of all streets shall conform to the Transportation System Plan, and an approved street plan or subdivision plat. Street location, width and grade shall be determined in relation to existing and planned streets, topographic conditions, public convenience and safety, and in appropriate relation to the proposed use of the land to be served by such streets.

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No new streets or rights-of-way are proposed or necessary for this development.

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3.4.300 Sanitary Sewer and Water Service Improvements

- A. **Sewers and Water Mains Required.** Sanitary sewers and water mains shall be installed to serve each new development and to connect developments to existing mains in accordance with the City's construction specifications and the applicable Comprehensive Plan policies.
- B. **Sewer and Water Plan approval.** Development permits for sewer and water improvements shall not be issued until the City Manager or his/her designee has approved all sanitary sewer and water plans in conformance with City standards.

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Water and wastewater connections can be achieved. Water is served by the Port of Morrow and wastewater is served by the City. All installations shall conform to the requirements of the entity providing service. This is listed as a Condition of Approval.

3.4.400 Storm Drainage

- A. **General Provisions.** The City shall issue a development permit only where adequate provisions for storm water and flood water runoff have been made in conformance with Chapter 3.5 - Surface Water Management.

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Storm water shall be maintained on site and in conformance with Chapter 3.5 Stormwater Management. This is listed as a Condition of Approval.

3.4.500 Utilities

- A. Underground Utilities.** All utility lines including, but not limited to, those required for electric, communication, lighting and cable television services and related facilities, shall be placed underground, except for surface mounted transformers, surface mounted connection boxes and meter cabinets which may be placed above ground, temporary utility service facilities during construction, and high capacity electric lines operating at 50,000 volts or above.

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All installed utilities shall comply with this standard and others found in the Boardman Development Code or Municipal Code related to utilities. This is listed as a Condition of Approval.

3.4.600 Easements

Easements for sewers, storm drainage and water quality facilities, water mains, electric lines or other public utilities shall be dedicated on a final plat, or provided for in the deed restrictions. See also, Chapter 4.2 – Site Design Review, and Chapter 4.3 – Land Divisions. The developer or applicant shall make arrangements with the City, the applicable district and each utility franchise for the provision and dedication of utility easements necessary to provide full services to the development. The City's standard width for public main line utility easements shall be 10 feet unless otherwise specified by the utility company, applicable district, or City Manager or his/her designee.

Easements shall be accomplished as required by this standard for the development. This is listed as a Condition of Approval.

3.4.700 Construction Plan Approval and Assurances

No public improvements, including sanitary sewers, storm sewers, streets, sidewalks, curbs, lighting, parks, or other requirements shall be undertaken except after the plans have been approved by the City, permit fee paid, and permit issued. The permit fee is required to defray the cost and expenses incurred by the City for construction and other services in connection with the improvement. The permit fee shall be set by City Council. The City may require the developer or subdivider to provide bonding or other performance guarantees to ensure completion of required public improvements.

Review of the Construction Plan shall be done prior to construction with approval by the City Engineer. This is listed as a Condition of Approval.

3.4.800 Installation

- A. Conformance Required.** Improvements installed by the developer either as a requirement of these regulations or at his/her own option, shall conform to the requirements of this chapter, approved construction plans, and to improvement standards and specifications adopted by the City.
- B. Adopted Installation Standards.** The Standard Specifications for Public Works Construction, Oregon Chapter A.P.W.A. shall be a part of the City's adopted installation standard(s); other standards may also be required upon recommendation of the City Engineer.
- C. Commencement.** Work shall not begin until the City has been notified in advance.
- D. Resumption.** If work is discontinued for more than one month, it shall not be resumed until the City is notified, and the City approves resumption.
- E. City Inspection.** Improvements shall be constructed under the inspection and to the satisfaction of the City. The City may require minor changes in typical sections and details if unusual conditions arising during construction warrant such changes in the public interest. Modifications requested by the developer shall be subject to land use review under Chapter 4.6 - Modifications to Approved Plans and Conditions of Approval. Any monuments that are disturbed before all improvements are completed by the subdivider shall be replaced prior to final acceptance of the improvements.
- F. Engineer's Certification and As-Built Plans.** A registered engineer shall provide written certification in a form required by the City that all improvements, workmanship and materials are in accord with current and standard engineering and construction practices, conform to approved plans and conditions of approval, and are of high grade, prior to City acceptance of the public

improvements, or any portion thereof, for operation and maintenance. The developer's engineer shall also provide 10 set(s) of "as-built" plans, in conformance with the City Manager or his/her designee's specifications, for permanent filing with the City.

All City infrastructure proposed for the development will need to meet these requirements.

Chapter 3.5 Stormwater Management

- A. **Purpose.** The purpose of this chapter is to provide planning and design standards for stormwater management within the City. The primary intent of this chapter is to provide standards for effective and cost efficient stormwater management. Stormwater management is accomplished through a combination of design standards reflecting a more accurate representation of natural climatic, hydraulic and geologic conditions. Included in this chapter are stormwater detention criteria for development, grading and drainage plan requirements, landscaping criteria, street, curb and sidewalk designs. These are designed to keep all precipitation from each lot contained upon that lot. Important cross reference to other standards: The following code chapters are to be cross referenced to assess impacts of the provisions of this chapter; Chapter 3.1, Chapter 3.2, Chapter 3.3, Chapter 3.4, Chapter 3.6, Chapter 4.1, Chapter 4.2 and Chapter 5.1.
- B. **Applicability.** Where storm sewer infrastructure is currently available or unless otherwise provided, the standard specifications for construction or reconstruction of stormwater management facilities, utilities and other public improvements within the City shall occur in accordance with the standards of this chapter. This chapter applies to development on or within public properties and rights-of-way and privately owned properties.

...

Stormwater Management is applicable to this property. All stormwater shall be maintained on-site and shall comply with the design and installation standards outlined in City of Boardman Development Code.

Chapter 3.6 Other Standards

...

3.6.500 Signs

...

- B. **Sign classifications**
 - 1. **Permanent signs.** Signs placed for a period of 31 days or longer within one calendar year shall be classified as permanent; shall advertise or provide direction to the premises of the identified business located within the City of Boardman; shall be subject to a permanent sign permit; and shall conform to this and other City of Boardman ordinances.
 - a. On-premises signs shall be permitted within the regulations of this ordinance, with any exceptions subject to the requirements set forth within this ordinance for requesting variances or, where conditional use is specified, the provisions for such as set forth in the zoning ordinance.

...

- C. **Permits Required.**
The following permits are required for all new signs, for all signs being altered due to change in ownership, business name or business type and for all signs being altered structurally.
 - 1) **Structural Building Codes Permit**
 - 2) **Electrical Building Codes Permit (if lighted)**
 - 3) **Sign Permit for Planning of Planning Review and Approval**

The application does not indicate the need for a sign as part of this project. Should the applicant desire a sign for the property, a Sign Permit will be required.

- III.

PROPERTY OWNERS NOTIFIED:

February 26, 2025
List of landowners notified is retained as part of the file.
- IV.

PUBLISHED NOTICE:

February 26, 2025
East Oregonian
- V.

SITE TEAM MEETING:

March 6, 2025
Boardman City Hall
- VI.

PLANNING COMMISSION PUBLIC HEARING:

March 20, 2025
Boardman City Hall
- VII.

PLANNING OFFICIAL RECOMMENDATION:

The Planning Official recommends approval of this request with the following CONDITIONS OF APPROVAL.

1.

Obtain Development Review Permits prior to construction.

2.

Work cooperatively with the Port of Morrow regarding access, circulation, and other transportation requirements prior to development.

3.

Provide confirmation to the Planning Official from the Port of Morrow regarding whether access permits are required or if the accesses are authorized as pre-existing.

4.

The applicant shall calculate and submit fire access plan information for review by the Fire Marshal prior to final approval of the Development Review permit.

5.

The applicant shall submit plans for and obtain proper permits for signs, structures, and landscaping showing all vision clearance areas to be free and clear.

6.

Should the applicant desire to install a fence, it shall be subject to a Fence Permit prior to construction.

7.

Water and wastewater connections can be achieved. All installations shall comply with the Boardman Development Code, Boardman Municipal Code, and Public Works or Port of Morrow Standards.

8.

Storm water shall be maintained on site and in conformance with Chapter 3.5 Stormwater Management.

9.

All installed utilities shall comply with the Boardman Development Code or Municipal Code related to utilities.

10.

Easements shall be accomplished as required by the Boardman Development Code for this development.

11.

The City Engineer shall review the Construction Plan prior to construction.

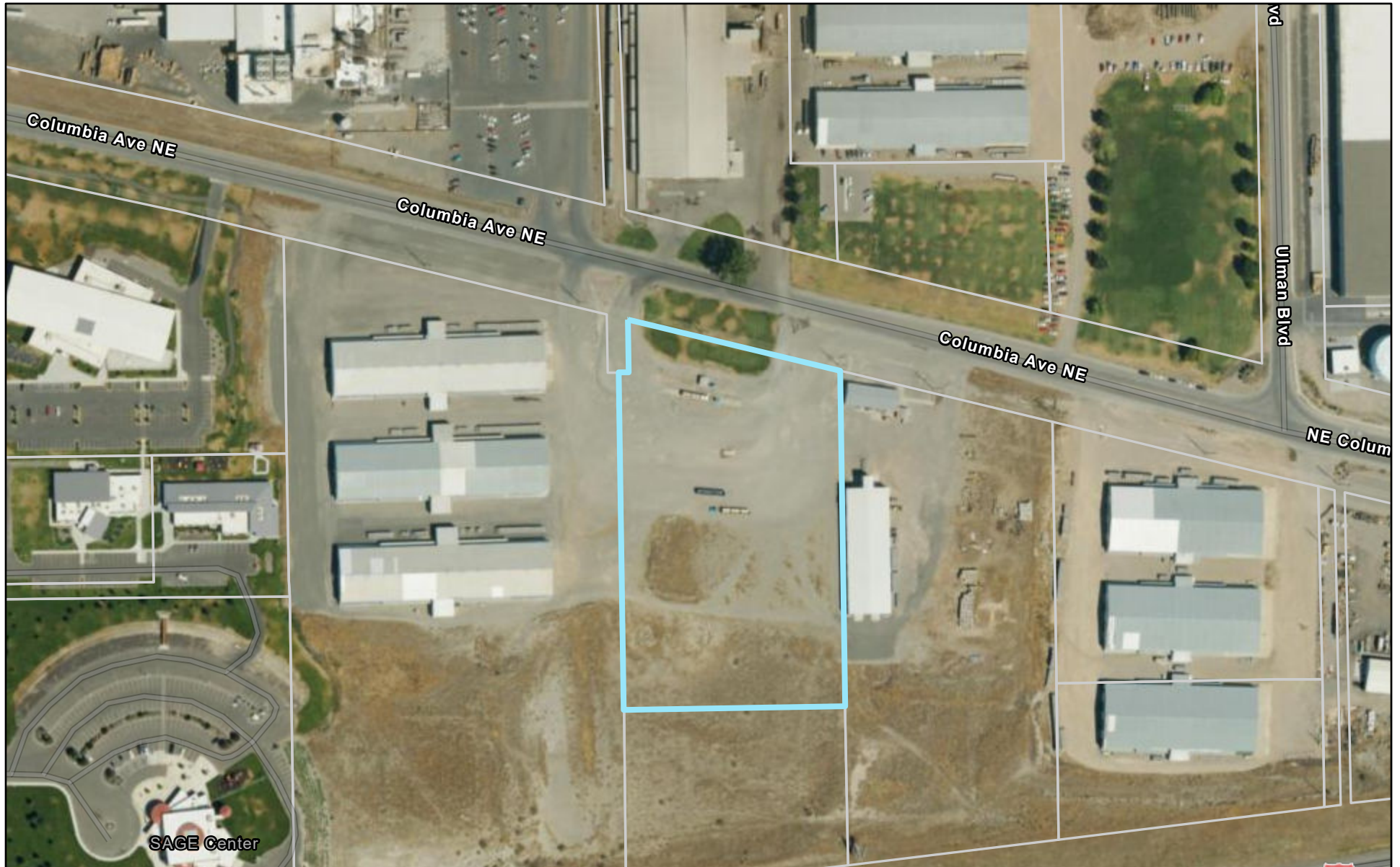
Zack Barresse, Chair

Date

ATTACHMENTS:
Vicinity Map
Site Plan
Preliminary Mechanical Design Plans

Tax Lot: 2500

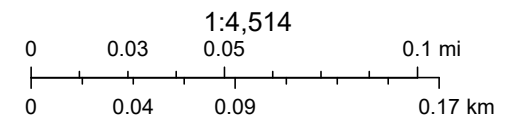
Section 5, Item A.



2/25/2025, 9:45:00 AM

 CityLimits

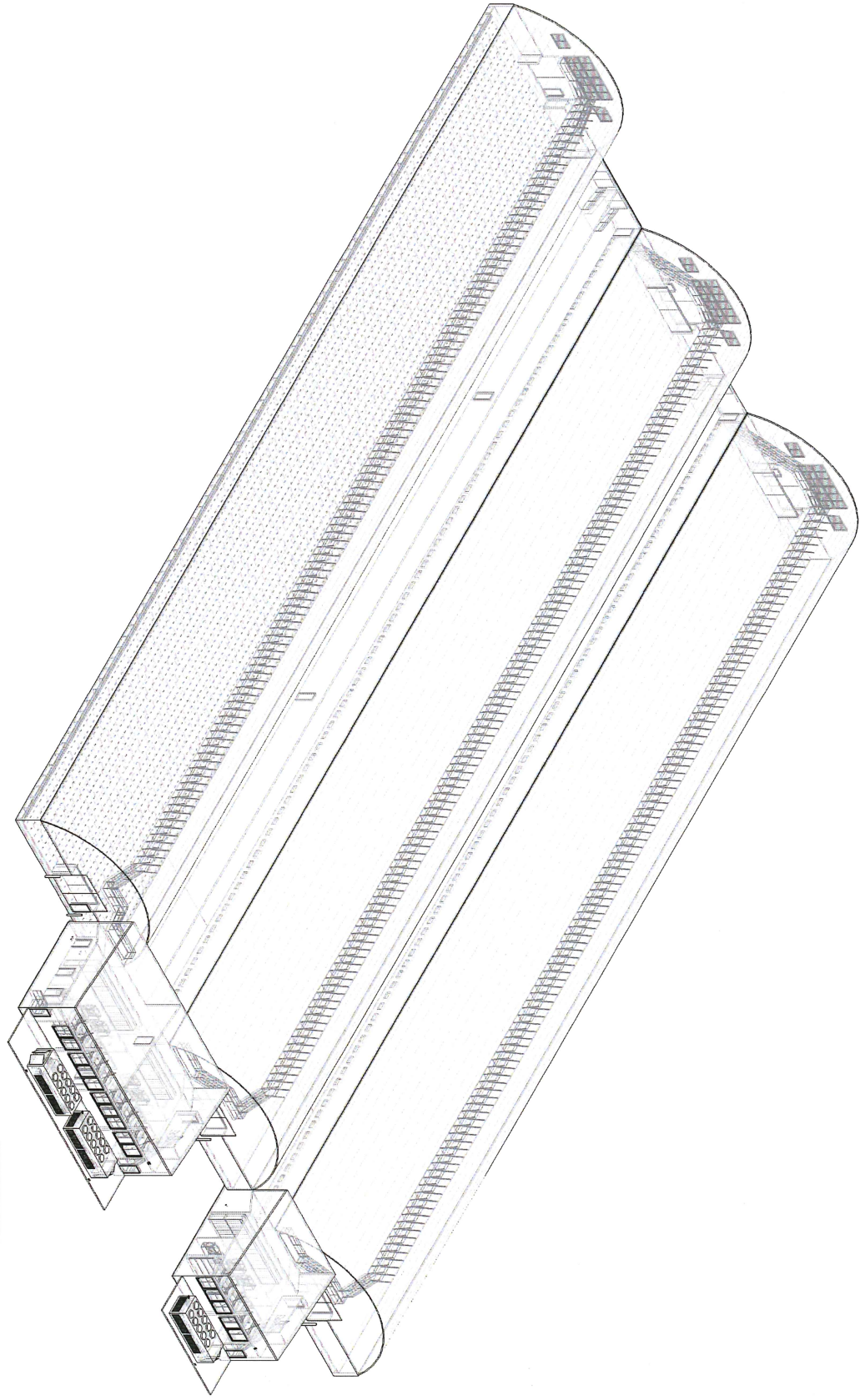
 Taxlots



Source: Esri, USDA FSA, Esri Community Maps Contributors, WSU Facilities Services GIS, Oregon State Parks, State of Oregon GEO, WA State Parks GIS, © OpenStreetMap, Microsoft,

ArcGIS Web AppBuilder

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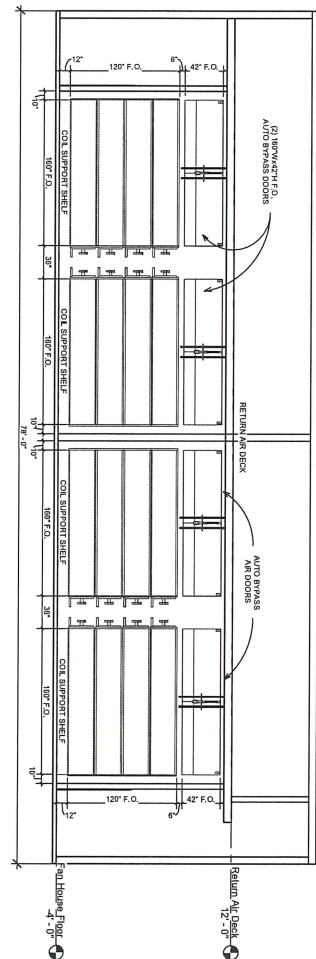


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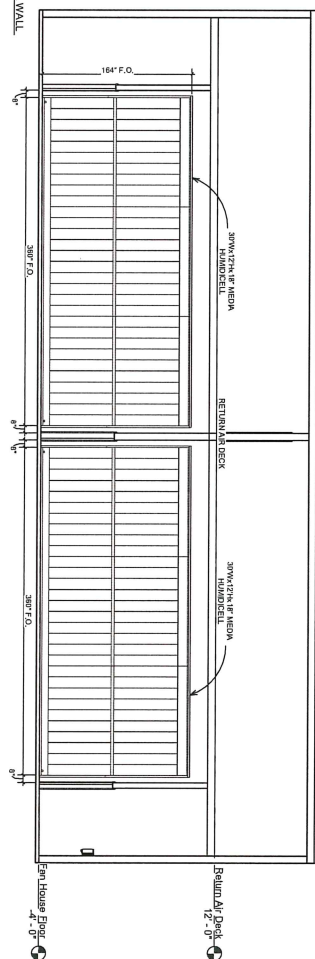
REVISIONS			
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GENERAL NOTES			
PRODUCT TYPE	PROJECT	DATE	SCALE
TONNAGE (WATER)	10,000	02/04/25	1/8" = 1'-0"
PROJECT NUMBER	J25-XXX	ISSUED BY	EJ
DRAWN BY	KIO	CHECKED BY	BL
PROJECT NAME	Oregon Potato 3 Storage Zones	SCALE	1/8" = 1'-0"
PROJECT LOCATION	Isometric	DATE	02/04/25
PROJECT OWNER	Isometric	PROJECT MANAGER	BL
PROJECT ADDRESS	723 S. Knappton Rd.,	PROJECT PHONE	(509) 462-4355
PROJECT CITY	Wenatchee, WA	PROJECT FAX	(509) 462-4355
PROJECT STATE	WA	PROJECT EMAIL	info@isometric.com
PROJECT ZIP	98801	PROJECT WEBSITE	www.isometric.com

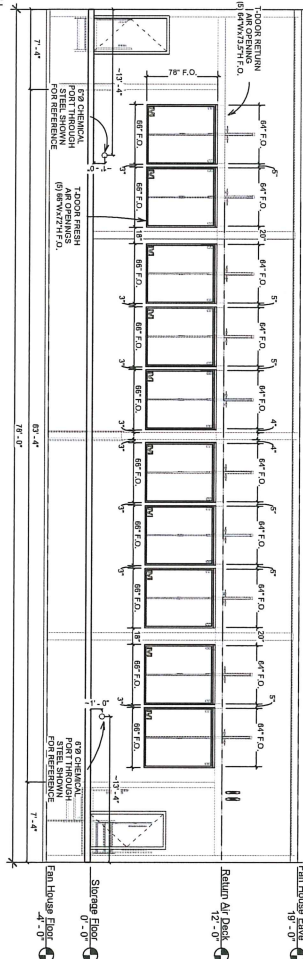
PRELIMINARY MECHANICAL DESIGN - NOT FOR CONSTRUCTION



③ COOLING COIL WALL
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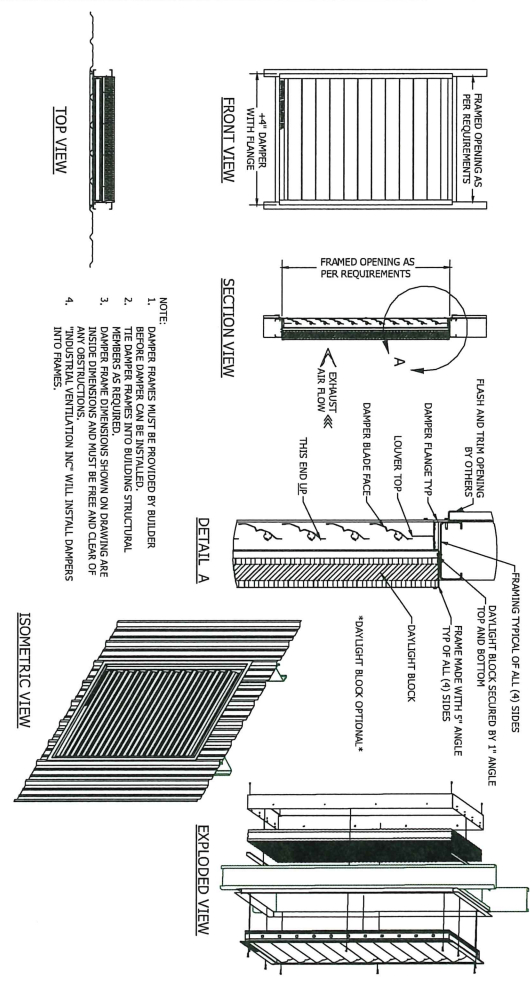
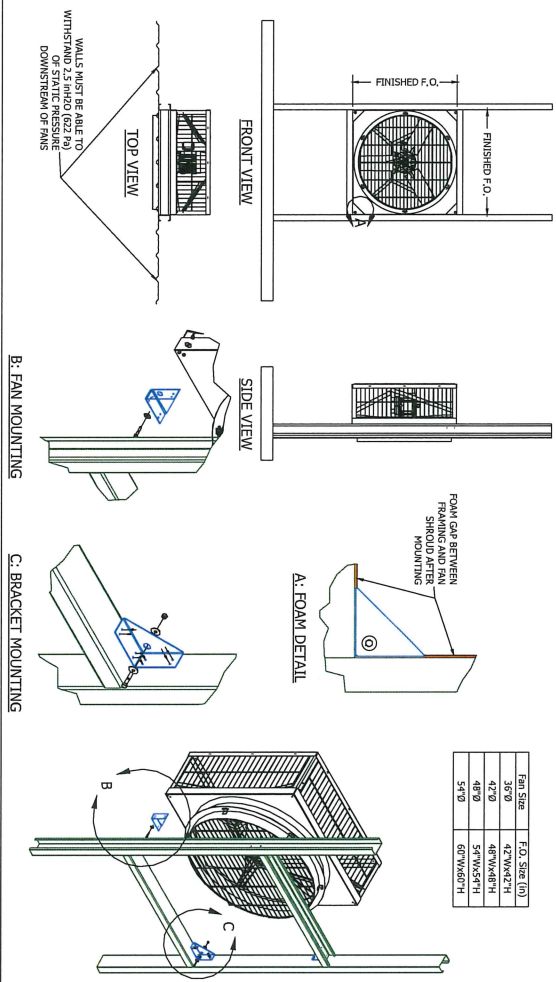


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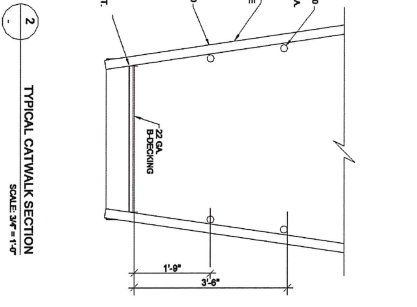
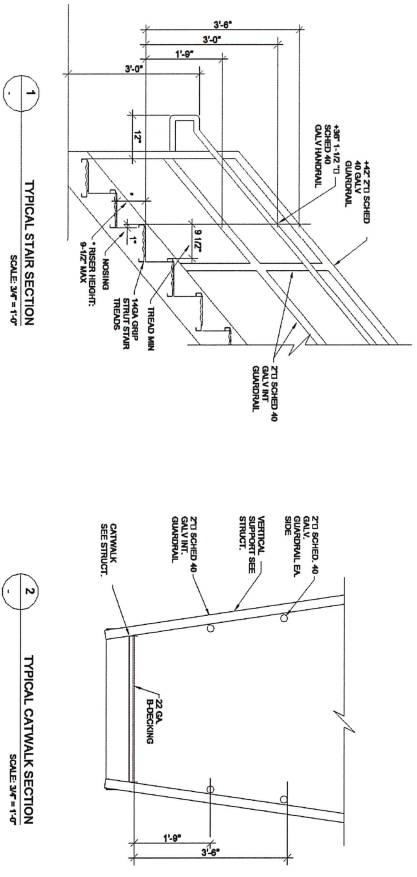
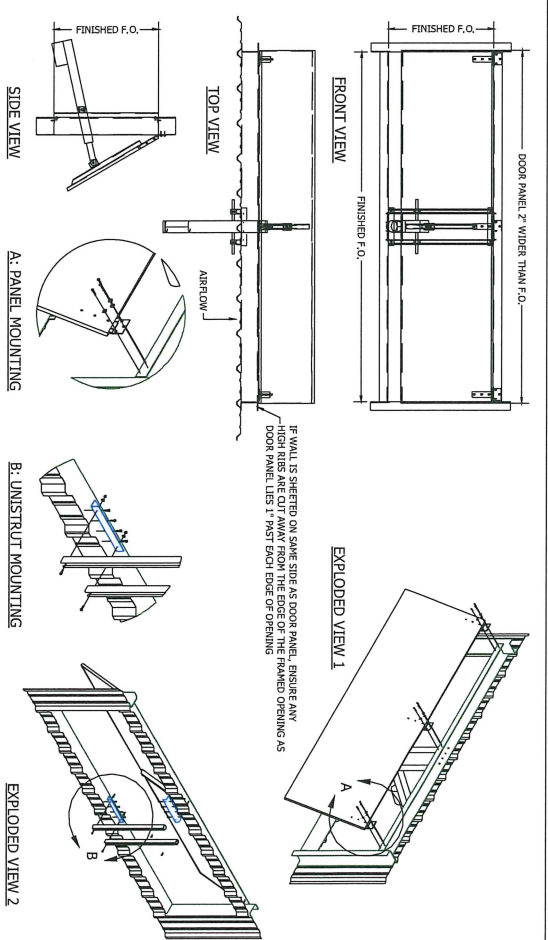
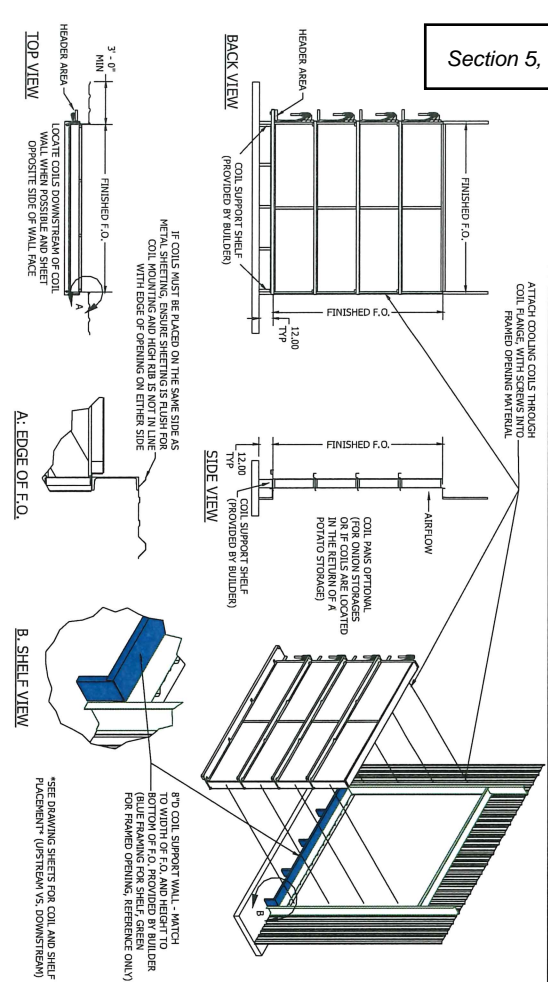


② T-DOOR WALL
3/16" = 1'-0"

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PRELIMINARY MECHANICAL DESIGN - NOT FOR CONSTRUCTION



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50	50M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	600000	50	
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56	56M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	672000	56	
57	57M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	684000	57	
58	58M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	696000	58	
59	59M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	708000	59	
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61	61M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	732000	61	
62	62M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	744000	62	
63	63M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	756000	63	
64	64M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	768000	64	
65	65M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	780000	65	
66	66M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	792000	66	
67	67M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	804000	67	
68	68M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	816000	68	
69	69M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	828000	69	
70	70M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	840000	70	
71	71M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	852000	71	
72	72M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	864000	72	
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75	75M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	900000	75	
76	76M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	912000	76	
77	77M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	924000	77	
78	78M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	936000	78	
79	79M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	948000	79	
80	80M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	960000	80	
81	81M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	972000	81	
82	82M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	984000	82	
83	83M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	996000	83	
84	84M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	1008000	84	
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86	86M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	1032000	86	
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88	88M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	1056000	88	
89	89M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	1068000	89	
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94	94M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	1128000	94	
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96	96M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	1152000	96	
97	97M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	1164000	97	
98	98M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	1176000	98	
99	99M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	1188000	99	
100	100M-120V 120H 1/2HP 1/2\"/>	120V/120V 120H 1/2HP 1/2\"/>	1200000	100	

Project Number: J25-XXX

Issue Date: 02/04/25

Drawn By: KJO

Checked By: EJ

Approved By: BL

Equipment Detail 2/2

3 Storage Zones

Oregon Potato

INDUSTRIAL VENTILATION INC.

722 E. Klamath Rd.,

Medford, OR 97504

(531) 924-6229

www.industrialvent.com

100% Satisfaction

Warranty

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5 Years

10 Years

20 Years

30 Years

40 Years

50 Years

60 Years

70 Years

80 Years

90 Years

100 Years

**PLANNING COMMISSION
FINDINGS OF FACT
SUBDIVISION DIV25-000001
TYPE III DECISION PROCESS**

REQUEST: To authorize the division of land to create up to 5 lots with associated rights-of-way dedications for future streets.

APPLICANT/OWNER: City of Boardman
PO Box 229
Boardman, Oregon 97818

PROPERTY DESCRIPTION: Tax Lot 100 of Assessor's Map 4N 25 16B

ZONING OF THE AREA: Commercial (BPA Transmission Easement Subdistrict), Commercial – Tourist Commercial, and Commercial

PROPERTY LOCATION: West of South Main Street, and north of City Center Drive at the intersection of Tatone Street.

- I. **GENERAL INFORMATION:** The request is to subdivide the subject property into 5 lots and dedicate rights-of-way for the future development of streets that connect existing rights-of-way for traffic circulation.
- II. **APPROVAL CRITERIA:** The application has been filed under the City of Boardman Development Code Chapter 4 Applications and Review Procedures 4.3 Land Divisions and Lot Line Adjustments. This chapter addresses a number of types of land divisions with a variety of criteria that are applicable to them at various points in the review and approval process. This review will use the approval criteria identified below in **bold** type with responses in regular type. Other parts of the chapter outline what is required of a complete application and the standards applicable to the final plat which will follow later in the decision making and approval process.

4.3.140 Approval Criteria: Preliminary Plat

- A. **General Approval Criteria. The City may approve, approve with conditions or deny a preliminary plat based on the following approval criteria:**
 - 1. **The proposed preliminary plat complies with all of the applicable Development Code sections and other applicable ordinances and regulations. At a minimum, the provisions of this Chapter, and the applicable sections of Chapter 2.0 (Land Use Districts) and Chapter 3.0 (Design Standards) shall apply. Where a variance is necessary to receive preliminary plat approval, the application shall also comply with the relevant sections of Chapter 5.0 (Exceptions);**
The preliminary plat was submitted with the application and the proposed subdivision is allowed as the subject property is zoned for commercial use. The requirements of Chapter 3 will be discussed later in these findings. A variance has not been deemed necessary.
 - 2. **The proposed plat name is not already recorded for another subdivision, and satisfies the provisions of ORS Chapter 92;**

Oregon Trail Subdivision has been identified for this development. The proposed plat name meets this criterion.

- 3. The proposed streets, roads, sidewalks, bicycle lanes, pathways, utilities, and surface water management facilities are laid out so as to conform or transition to the plats of subdivisions and maps of major partitions already approved for adjoining property as to width, general direction and in all other respects. All proposed public improvements and dedications are identified on the preliminary plat; and**

One primary purpose of this request is to facilitate a transition to the rights-of-way of adjoining properties. All proposed dedications are identified on the preliminary plat. Prior to installation of infrastructure an engineering set will need to be submitted for review and approval by the City Engineer, Public Works Director, and Planning Official. This is listed as a Condition of Approval.

- 4. All proposed private common areas and improvements (e.g., homeowner association property) are identified on the preliminary plat.**

No common areas or improvements are identified or proposed. This criterion is not applicable.

- B. Block and Lot Standards. All proposed blocks (i.e., one or more lots bound by public streets), lots and parcels conform to the specific requirements below:**

- 1. All lots shall comply with the lot area, setback, and dimensional requirements of the applicable land use district (Chapter 2), and the standards of Chapter 3.1.200.J - Street Connectivity and Formation of Blocks.**

The proposed lots are of reasonable dimensions to allow development in the zone and meet the required setback and other requirements of Chapter 2. The proposed blocks meet the block length and perimeter standards.

- 2. Setbacks shall be as required by the applicable land use district (Chapter 2).**

Setbacks will be applied at the time of development.

- 3. Each lot shall conform to the standards of Chapter 3.1 - Access and Circulation.**

Each lot will have access to the street it is fronting. An Access Permit will be required for each parcel at the time of development.

- 4. Landscape or other screening may be required to maintain privacy for abutting uses. See also, Chapter 2 - Land Use Districts, and Chapter 3.2 - Landscaping.**

Landscaping or screening may be required at the time of development.

- 5. In conformance with the Uniform Fire Code, a 20-foot width fire apparatus access drive shall be provided to serve all portions of a building that are located more than 150 feet from a public right-of-way or approved access drive. See also, Chapter 3.1- Access and Circulation.**

Based on the proposed lot sizes and dimensions this criterion is not applicable.

- 6. Where a common drive is to be provided to serve more than one lot, a reciprocal easement which will ensure access and maintenance rights shall be recorded with the approved subdivision or partition plat.**

Based on the layout of the subdivision this criterion is not applicable.

- D. Conditions of Approval. The City may attach such conditions as are necessary to carry out provisions of this Code, and other applicable ordinances and regulations, and may require reserve strips be granted to the City for the purpose of controlling access to adjoining undeveloped properties. See also, Chapter 3.4.000.D (Public Facilities).**

This proposal is within the influence area of the Main Street Interchange Area Management Plan (IAMP) and as such it has been identified that internal circulation should provide reasonable alternatives to some existing access points and property entrances from South Main Street. The dedication of Prag Drive will provide a mid-block alternative for future development to the north between proposed Prag Drive and SW Front Street. Future development on proposed Parcel 2 will necessitate, at a minimum, the dedication of a cross easement to allow for alternative reasonable access for the properties that currently have existing access from South Main Street. This is listed as a Subsequent Condition of Approval prior to development of Parcel 2.

To conform with other parts of this chapter the applicant will accomplish a final plat with a submittal not to exceed two years from the date of this action’s approval. This is listed as a Condition of Approval.

- III. **PROPERTY OWNERS NOTIFIED:** February 28, 2025
- IV. **SITE TEAM MEETING:** March 6, 2025
- V. **PLANNING COMMISSION DECISION:** The Planning Official recommends approval of this request with the following Conditions of Approval.

PREDEDENT CONDITIONS (prior to signing and recording the final plat):

1. Submit an updated engineering plan prior to development of the subdivision infrastructure for review and approval by the City Engineer, Public Works Director, and Planning Official.
2. The applicant will submit the final plat for review within two years of the date affixed below.

SUBSEQUENT CONDITION OF APPROVAL:

1. Prior to the development of proposed Parcel 2, alternative reasonable access to the adjoining property that fronts South Main Street must be achieved.

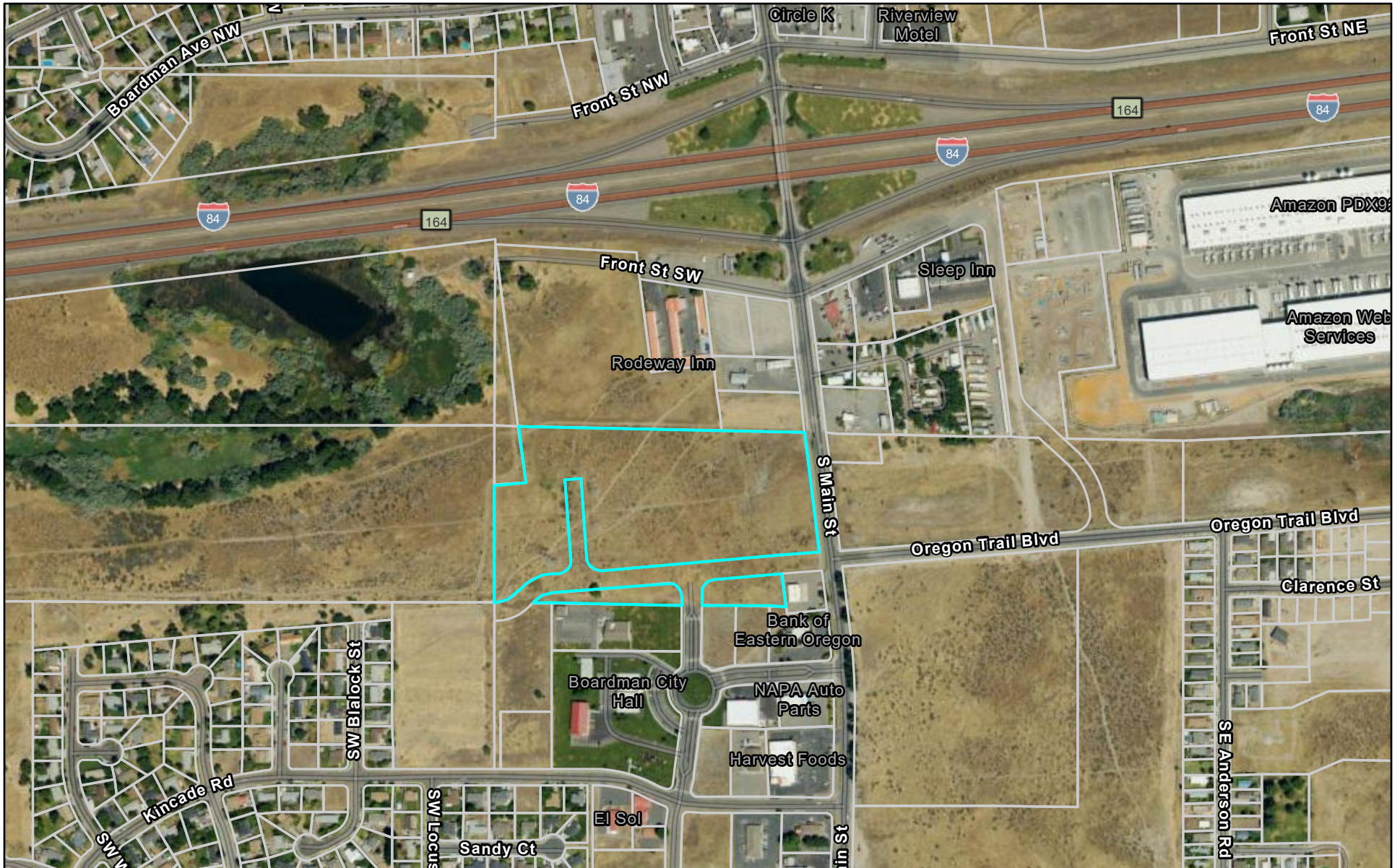
Zack Barresse, Chair

Date

ATTACHMENTS:
Vicinity Map
Preliminary Plat

Tax Lot:100

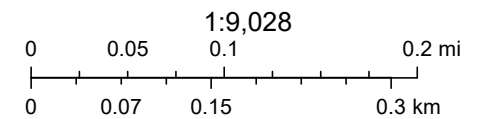
Section 5, Item B.



2/25/2025, 9:53:18 AM

 CityLimits

 Taxlots



Source: Esri, USDA FSA, Esri Community Maps Contributors, WSU Facilities Services GIS, Oregon State Parks, State of Oregon GEO, WA State Parks GIS, © OpenStreetMap, Microsoft,

ArcGIS Web AppBuilder

OREGON TRAIL SUBDIVISION

LOCATED IN THE NORTHWEST QUARTER OF SECTION 16 OF TOWNSHIP 4 NORTH, RANGE 25 EAST, WILLAMETTE MERIDIAN,
CITY OF BOARDMAN, MORROW COUNTY, OREGON

LINE TABLE		
LINE	BEARING	DISTANCE
L1	S16°06'34"W	6.40'
L2	N0°27'25"W	31.61'
L3	S0°27'25"E	47.15'
L4	S89°36'26"E	2.87'

SURVEY NARRATIVE:
















THE PURPOSE OF THIS PARTITION PLAT IS TO SHOW PARTITION OFF A PORTION OF THE NORTH PART OF THE PROPERTY AS SHOWN.

THE NORTH LINE OF THE PROPERTY WAS DETERMINED BY THE FOUND MONUMENTS AS SHOWN ON THE NORTH LINE OF SECTION 16. THE EAST LINE IS THE NORTH-SOUTH CENTERLINE OF SECTION 16 TO THE NORTH LINE OF OREGON TRAIL BOULEVARD. THE SOUTH LINE OF THE PROPERTY IS THE NORTH LINE OF SAID OREGON TRAIL BOULEVARD. THE WEST LINE OF THE PROPERTY IS THE EAST LINE OF SOUTH MAIN STREET AS SHOWN.

MAP REFERENCES

R1 - PARTITION PLAT NO. 1997-7 BY BAALMAN PLS 02735L5
R2 - PARTITION PLAT NO. 1999-19 BY WELLS PLS 1106
R3 - PARTITION PLAT NO. 2013-6 BY MCKINNIS PLS 2431
R4 - PARTITION PLAT NO. 2020-4 BY MCKINNIS PLS 2431
R5 - PARTITION PLAT NO. 2023-10 BY MCKINNIS PLS 2431

LEGEND

-
-  SET 5/8" X 30" REBAR WITH ORANGE PLASTIC CAP MARKED "APA 49593PL5"
 SET 5/8" X 30" REBAR WITH ALUMINUM CAP MARKED "APA 49593PL5"
 FOUND QUARTER CORNER AS NOTED
 FOUND SECTION CORNER AS NOTED
 FOUND MONUMENT AS NOTED
 PROPERTY LINE
 ADJACENT PROPERTY LINE
 EXISTING RIGHT OF WAY CENTERLINE
 EXISTING RIGHT OF WAY
 NEW EASEMENT
 EXISTING EASEMENT
 SURVEY INFO.. REFERENCE
 TOGETHER WITH
 PREVIOUSLY DEDICATED
 RIGHTS-OF-WAY TO BE DEDICATED
 2" IP W/ SCREW AND WASHER

CURVE TABLE				
CURVE #	LENGTH	RADIUS	DELTA	CHORD DISTANCE
C1	27.44'	150.00'	10°28'51"	54°05'754"W 27.40'
C2	117.48'	150.00'	44°52'23"	562°23'32"W 114.50'
C3	123.06'	331.33'	21°16'50"	55°28'09"W 122.36'
C4	58.13'	366.67'	9°02'04"	N11°55'1"E 58.07'
C5	100.89'	115.00'	50°15'53"	N65°10'541"E 97.68'
C6	144.87'	185.00'	44°15'59"	N62°23'44"E 141.19'
C7	78.54'	50.00'	90°00'00"	N39°49'44"E 70.71'
C8	134.20'	361.33'	21°16'50"	55°28'09"W 133.43'
C9	50.08'	336.67'	8°28'21"	S15°22'23"W 50.03'
C10	78.54'	50.00'	90°00'00"	N50°01°16"W 70.71'
C11	39.26'	25.00'	89°59'15"	N39°49'22"E 35.35'
C12	43.35'	25.00'	99°21'02"	S45°30'30"E 30.12'
C13	62.72'	301.33'	11°55'36"	510°08'46"W 62.61'
C14	66.23'	398.67'	9°31'04"	S11°21'01"W 66.15'
C15	80.76'	50.00'	92°32'48"	N36°32'35"E 72.26'
C16	76.32'	50.00'	87°21'12"	55°12'25"E 69.12'
C17	86.34'	115.00'	43°01'08"	S63°19'10"W 84.33'
C18	82.65'	50.00'	94°42'51"	N47°48'51"W 73.56'
C19	74.43'	50.00'	85°11'09"	S42°11'09"W 67.74'

BASIS OF BEARINGS:

BEARINGS AND DISTANCES ARE BASED ON THE OREGON
COORDINATE REFERENCE SYSTEM, COLUMBIA RIVER EAST
ZONE, NAD83(2011).

EXACT COPY STATEMENT

I, RICHARD E. STEIN, OREGON REGISTERED LAND SURVEYOR NO. 49593PLS, DO HEREBY STATE THAT THIS DRAWING IS AN EXACT COPY OF THE ORIGINAL THEREOF.

RICHARD E. STEIN, PLS 49593PL5

REGISTERED
PROFESSIONAL
LAND SURVEYOR

FOR REVIEW

OREGON
FEBRUARY 8, 2000
RICHARD E. STEIN
49593PLS

EXPIRES: 6/30/2026

**LOCATED IN THE NORTHWEST 1/4 OF SECTION 18,
TOWNSHIP 4 NORTH, RANGE 25 EAST, WILLAMETTE
MERIDIAN, CITY OF BOARDMAN, MORROW COUNTY, OREGON**

SURVEYED FOR: CITY OF BOARDMAN

PO BOX 229
BOARDMAN, OR 97818

SCALE:	AS SHOWN
DATE:	02/17/2025
JOB NO.	439-95(101)

**anderson
perry**

SHEET

1/2

1901 N. FIR STREET, PO BOX 1107 • LA GRANDE, OR 97850 • (541) 963-8309

MEMORANDUM

To: Mayor Keefer and members of the City Council
 Cc: Brandon Hammond, City Manager
 From: Carla McLane, Planning Official
 Date: February 25, 2025
 RE: Planning Department Monthly Update

Strategic Planning Program: Work continues. Tomorrow late afternoon the Parks Master Plan (PMP) Public Advisory Committee (PAC) will be meeting keeping that work moving along at an unbelievable pace. And then on Thursday the Joint Workshop with both the City Council and Planning Commission will be held to discuss work on the Transportation System Plan (TSP). We are also working to get the first PAC meeting for the Economic Opportunities Analysis scheduled in the next several weeks. You can follow all of this at [this location](#) on the City's website.

- **Transportation System Plan (TSP):** As shared above by the time the City Council meets in March the Joint Workshop with the City Council and Planning Commission will have been held. You can follow the TSP Update and the PAC [here](#).
- **Economic Opportunity Analysis (EOA):** Background work, in particular the Buildable Lands Inventory, has been ongoing. We attempted to schedule the first PAC meeting but the date has slipped and we are working to get it on the calendar. Appointment Letters have been sent. You can follow the EOA PAC [here](#).
- **Housing Needs Analysis (HNA):** This activity is still on hold for a bit longer.
- **Parks Master Plan (PMP):** As shared above a PAC meeting will be held between the writing of this update and the City Council meeting on March 4. You can follow the PMP PAC [here](#).
- **Boardman Development Code (BDC) and Comprehensive Plan (CP):** Lots of background work is occurring and we are having a conversation about how to modify the outreach for this update. You can follow the CP/BDC PAC [here](#).
- **Strategic Planning:** The Joint Workshop last month with the City Council and the Planning Commission was very informative. As a part of the agenda for the City Council meeting scheduled on March 4 you will be adopting the Strategic Plan which will provide a focus for the balance of this planning work and provide clear guidance for the next five to twenty years as Boardman continues to grow.
- **System Development Charge (SDC) Update:** This remains in a bit of a holding pattern as other projects are getting underway.

Other Programmatic work: Work is also progressing on other projects with a planning focus. Those include the:

- **Boardman Municipal Code (BMC):** As part of the City Council agenda for March 4 there will be several parts of the Right-of-Way License Ordinance to adopt. Please reach out prior to the City Council meeting with any questions That might arise.

Work will continue at the staff level on the proposed Addressing Ordinance. The final draft of the Business License ordinance will be the subject of a Community Meeting on March 18. The Shipping Container discussion is back with Planning as we will begin to draft some proposed Development Code language that will go through the adoption process with a recommendation from the Planning Commission and adoption by the City Council.

- **Tower Road:** Tonight is the final Morrow County Planning Commission Public Hearing on this matter with deliberation and a decision on the agenda. I will be able to provide an oral update at the March 4 City Council meeting.

The Oregon Department of Transportation (ODOT) has also initiated an Interchange Area Management Plan, or IAMP, process at this interchange which the City of Boardman will be involved with working to assure that Kunze Lane will be seen as a door into Boardman as well as provide protections through the process for land owned by the City at that interchange.

- **Park Blocks – East and West:** The land partition on the east side of the subject property has been completed with the Notice of Decision having been issued. The subdivision for the west side of the subject property will be heard by the Planning Commission at their March 20 public hearing. Once that is completed, next steps will be to identify property for surplus and move it through the required process with the City Council making the final determination(s).
- **Code Enforcement and Animal Control Program:** There has been a change in staffing for this program. As that settles in I will provide more information.

Planning Reviews and Approvals: My intent here will be to add Planning Department actions that end in an approval for development. I will be cautious to protect the City Council’s role as the appeal body for any local decisions. And if there haven’t been any decisions this section may be blank.

- ✓ **Homes, homes, and more homes:** Homes continue with a recent uptick in applications.
- ✓ **Commercial Development:** Not much new to share over the past month.

