



PLANNING COMMISSION

Regular Meeting Minutes
October 8, 2025

Vice-Chairman Doherty called the regular meeting to order at 7:00PM. Present were Commissioners Misner, Caplinger, Saylor, Guerrero, and Serrano. Chairman Fialka and Commissioners Kirkpatrick and Hamm were excused. Staff in attendance included Planning Director C.F. Spencer, City Attorney Rich Tovey, and Planning Assistant Heather La Beau. There were no Youth Advisors in attendance.

Vice-Chairman Doherty announced that item 4B, partition plat for The HUB Hermiston LLC, has been moved to the November 12 planning commission meeting.

Minutes

Commissioner Caplinger moved, and Commissioner Saylor seconded to approve the minutes of September 10, 2025, regular meeting. Motion passed 6-0 with Commissioners Misner, Caplinger, Saylor, Doherty, Guerrero and Serrano in favor.

Hearing Major Variance Request - Eastern Oregon Development LLC 579 E Elm Ave 4N2802CD Tax Lot 500

The hearing was opened at the September 10, 2025 meeting. The hearing guidelines read at that meeting remain in effect.

Planning Director Spencer presented the staff report with the attached PowerPoint presentation. Additional evidence from the city engineer is included in the staff report. The staff recommendation has not changed.

Testimony

Steve Richards 42980 Haney Lane Pendleton-Mr. Richards thanked the commissioners and staff for their work. He feels the area of the site is a logical, natural spot for vehicle storage. There is compacted gravel, drainage, fencing, security system, and an office. The demand for RV storage is apparent with the number of parking complaints received by the code enforcement officer.

Commissioners discussed

- Code amendments to more clearly define hard surface
- Maintenance responsibilities
- Oversight/monitoring of operations for compliance
- Time limit of variance approval and/or review requirements
- Annual sterilization for weed control

Vice-Chairman Doherty closed the hearing at 7:37PM.

Findings of Fact & Conditions of Approval

Exceptional or extraordinary conditions apply to the property that do not apply generally to other properties in the same zone or vicinity, which conditions are a result of lot size, shape, topography or other circumstances over which the applicant has no control.

1. The area proposed for the variance is approximately two acres of the overall 8.5 acre site. It currently contains flat, compacted gravel installed at the time of mini-storage development.
2. The existing gravel has been installed to create a base for future paving and building pads when the second phase of the storage is constructed and is adequate for travel as demonstrated by two years of continuous use.



Where Life is Sweet

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3. The improvements are installed as part of a phased site plan and has substantial infrastructure in place.
4. There is existing paving in place within the mini-storage development allowing vehicular access to the storage site in compliance with the hard surface requirement.
5. The existence of a substantial gravel base creates an exceptional circumstance not found in similar nearby undeveloped sites.

The variance is necessary for the preservation of a property right of the applicant substantially the same as is possessed by owners of other property in the same zone or vicinity.

6. The site is located within the Neighborhood Commercial Overlay which allows mini-storage and RV storage through the conditional use permit process.
7. RV storage is an extension of the approved mini-storage and RV storage use, responding to community demand.
8. The paving requirement presents a challenge utilizing the existing compacted and graveled area.

The authorization of the variance would not be materially detrimental to the purposes of the zoning ordinance, be injurious to property in the zone or vicinity in which the property is located, or be otherwise detrimental to the objectives of any development pattern or policy.

9. The proposed outdoor parking will take place entirely within a fenced, secure storage facility which already includes privacy fencing, drainage swales, and natural buffers such as the 50' wide Hermiston Irrigation District canal and easement.
10. The gravel surface has been in place since the facility opened in 2022 and there have been no complaints related to dust or maintenance during that time. Annual sterilization is included in the maintenance regimen.
11. RVs in storage are used infrequently. Vehicle trips across the gravel surface will be rare as most tenants rarely access their vehicles.
12. The facility is equipped with more than 80 security cameras and electronic gate access, helping to protect vehicles and surrounding property.
13. The use itself is low impact and helps reduce on-street clutter by providing more off-street storage options to city residents.
14. The planning commission finds that compacted gravel has a shorter service life than other hard surfaces such as asphalt or concrete and therefore finds it is necessary to review operations of the storage area after five years.

It is impractical to maintain the zoning ordinance requirements and at the same time build, erect, or use the structure.

15. It is impractical to pave the entire two acre gravel area from a financial and operational perspective. It is unlikely the operation would recoup the significant cost of paving. Maintaining the existing gravel surface, allows the applicant to offer secure, affordable RV parking at multiple price points.
16. The majority of the facility's existing vehicle alleys are already paved, minimizing dust and allowing compliant access. The existing gravel area would be available for the storage of vehicles which are infrequently moved.
17. Requiring paving of the RV storage area restricts the applicant's ability to use otherwise functional land and adds costly improvements which will be removed with the eventual development of the second phase of storage buildings.



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The variance requested is the minimum variance from the provisions and standards of the zoning ordinance which will alleviate the hardship.

18. The variance request seeks a limited exception to the paving requirement for a specific, already improved gravel area within the existing storage facility. The area is in place and has been functioning without issue for over two years. The remainder of the site is improved and complies with city paving standards.
19. The use of this area for RV parking does not change the approved use of the property and requires no other modifications to the zoning rules.
20. Allowing use of this gravel area for low traffic RV parking allows practical use of the area without compromising safety, appearance, or generating adverse impact to neighboring properties.

Conditions of Approval

1. The planning commission shall review after five years and shall have option to extend variance.
2. Variance is granted for the purpose of vehicle storage and shall not transfer to other uses.
3. Annual sterilization of storage area is required.

After some discussion, Commissioner Saylor moved and Commissioner Serrano seconded, to adopt the Findings of Fact in support of the variance as found in Exhibit A.1 as amended (#10 & #14). Motion passed 6-0 with Commissioners Misner, Caplinger, Saylor, Doherty, Guerrero and Serrano in favor. Commissioner Caplinger moved, and Commissioner Saylor seconded, to impose the three Conditions of Approval as drafted. Motion passed 6-0 with Commissioners Misner, Caplinger, Saylor, Doherty, Guerrero and Serrano in favor. Commissioner Caplinger moved, and Commissioner Saylor seconded to approve the variance with the conditions of approval. Motion passed 6-0 with Commissioners Misner, Caplinger, Saylor, Doherty, Guerrero and Serrano in favor.

Subdivision- Anides & Soler 4N2811DA Tax Lot 2700- 945 E Newport Ave

Planning Director Spencer presented the staff report. Twelve residential lots are proposed, four lots abutting E Hurlburt Ave and eight lots adjacent to E Newport Ave. Lot 6 has a length that exceeds its width by more than three times. Staff feel due to the topography of the lot, an exception to the lot depth is justified. The planning commission may agree or determine that Lots 5 and 6 should be combined to provide a remedy. The applicant's engineer has requested clarifying language to condition #4. Staff agree with the request. Additional easements are required for the drainage ditch.

Testimony

Robert McLeod, Knutzen Engineering 5401 Ridgeline Dr Suite 160 Kennewick WA 99338
Mr. McLeod thanked the commissioners and staff for their preparation and review of the project. Neighborhood disturbance should be minimal as the infrastructure is already in place. Approving the depth of Lot 6 allows the desired lot count for the development to be met.

Findings of Fact

Chapter 94: Streets and Sidewalks

One street extension is proposed on the preliminary plat. The applicant proposes to extend E Hurlburt Avenue approximately 221 feet west from its current terminus. Both streets are properly labeled on the



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preliminary plat. No changes other than installation of improvements is proposed for E Newport Ave. Sidewalk installation is required at the time of development of dwellings on each lot.

Chapter 154: Subdivisions

Design Standards

154.15 Relation to Adjoining Street System.

The preliminary plat has lots serviced by E Newport Ave and E Hurlburt Ave. Each street is classified as a local residential street in the Hermiston Transportation System Plan. The scope of the development will not change the functional classification of either street. Development will require each street frontage to be improved to local residential standards with infill paving where appropriate, curb, gutter, sidewalk, and storm drainage.

The development extends the existing E Hurlburt Ave cul-de-sac providing a portion of the extension necessary for the eventual connection of E Hurlburt Ave to SE 9th Street. No modification to the existing cul-de-sac bulb is required for this street extension.

No offset streets are proposed, no street intersection angle varies by more than 10% from a right angle, and streets obviously in alignment with existing streets (E Hurlburt Ave) will bear the name of the existing street.

154.16 Street and Alley Width.

All streets have a width of at least 50 feet which meets the minimum requirement for local residential streets. The preliminary plat dedicates an additional 30 feet to E Hurlburt Ave. Combining the thirty foot dedication to the existing 20 foot alley creates the required 50 foot street width. The street design standards are satisfied.

154.17 Easements.

Easements of 10 feet in width are provided on all street frontages. ORS 92.044 only permits cities to require utility easements abutting a street. However, there is also an existing drainage ditch along the north property line of all lots which is not protected with an existing easement. Additional easements are required for the protection of this drain. Width requirements for the easement are further described in the conditions of approval.

154.18 Blocks.

There are no blocks proposed as part of the subdivision proposal.

154.19 Lots.

The lots are numbered sequentially from the Bratton Replat. The preliminary plat is located on Lot 3 of the replat. Since this subdivision is a new plat proposed within Lot 3, the lots shall be renumbered starting with Lot 1 and not Lot 3.

All the proposed lots will make desirable building sites properly related to topography as required by §154.19(A) of the Hermiston Code of Ordinances. All side lot lines are at right angles to straight street lines and there are not double frontage lots as required by §154.19(B). All lots are at least 60 feet wide as



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required by §154.19(C). Lot 6 on the preliminary plat has a lot depth in excess of three times the lot width (208 feet of depth vs 63 feet of width). After reviewing the topographic information provided, the city finds that there is 14 feet of fall in the south 50 feet of the lot. This area is not suitable for home building and allowing an exception to the lot depth is justified. All the proposed lots exceed the minimum lot size of 8,000 square feet in the R-1 zone.

There are no corner lots in the development. The provisions of §154.19(D) and (E) are not applicable.

There are no flag lots in the development. The provisions of §154.19(F) are not applicable.

154.20 Character of Development.

Staff understands that the applicant intends to market the subdivision as a single-family development. The lot sizes proposed for the development exceed the minimum size required in the R-1 zone for single- and two-family dwellings. Uses permitted in the R-1 zone are listed in §157.025 of the Hermiston Code of Ordinances.

154.21 Parks, School Sites and the Like

The comprehensive plan and parks master plan do not indicate a need for any parks or schools in the vicinity of the proposed development. There are two existing schools (Highland Hills Elementary and Sandstone Middle School) in the neighborhood.

Preliminary Plat

The preliminary plat was filed on August 4, 2025, more than 30 days prior to the October 8 planning commission meeting in accordance with §154.35(A)

The preliminary plat contains most of the information required by 154.35 of the Hermiston Code of Ordinances.

The following items are not included with the preliminary plat:

- Existing sanitary and storm sewers, water mains, culverts and other underground structures within the tract or immediately adjacent thereto. The location and size of the nearest water main and sewer or outlet are to be indicated in a general way upon the plat;
- Grades and profiles of streets and plans or written and signed statements regarding the grades of proposed streets; and the width and type of pavement, location, size and type of sanitary sewer or other sewage disposal facilities; water mains and other utilities; facilities for storm water drainage and other proposed improvements such as sidewalks, planting and parks, and any grading of individual lots;

The above information must be included unless waived by the planning commission. Profiles for the streets and utility information are required as part of the civil drawing review process and final plat process. Staff recommends that the planning commission waive the required information for the preliminary plat but require it for civil drawing submission.

Required Minimum Improvements

154.60 Permanent Markers.



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All subdivisions shall be surveyed in accordance with ORS 92.050 through 92.080. The preliminary plat has been surveyed.

154.61 General Improvements.

As a condition of approval for the final plat, the city will require the installation of grading, storm drainage, curb and gutter, sidewalks, street paving and all service utilities. All improvements must comply with the Public Works Department standard plans and specifications manual. As a condition of approval, the planning commission shall require the applicant to sign an improvement agreement with the city agreeing to specific development conditions. In lieu of completion of such work, the City may accept a Letter of Credit in an amount and conditions to be specified.

E Newport Ave is partially improved with curb and gutter for the entire development site frontage. E Newport Ave shall have improvements in the form of sidewalk, curb, gutter, drainage improvements, and infill paving for the entire development frontage. E Hurlburt Ave is entirely unimproved along the development site frontage. The remaining 30 feet of E Hurlburt Ave frontage shall be dedicated from the current terminus to the west edge of the development site and shall be improved with sidewalk, curb, gutter, drainage, and a half street plus 10 feet of paving along the north development site frontage.

Final design approval of all improvements must be obtained from the city engineer. Streetlights must also be installed at the applicant's cost. Once installed, the City will assume the monthly service charges.

154.62 Water Lines.

Each lot is planned for connection to the municipal water supply. Water system extensions and fire hydrant locations must be approved by the city engineer. The south portion of the development will be serviced by the existing water improvements in E Newport Ave. Water improvements are required in E Hurlburt Ave in the form of an 8 in water main to be installed from the current terminus in E Hurlburt Ave to the west edge of the development, a distance of approximately 240 feet.

154.63 Sanitary Sewer System.

Each lot is planned for connection to the sanitary sewer system. The sewer layout must be approved by DEQ, the city sewer superintendent and the city engineer. The south portion of the development will be serviced by the existing sewer improvements in E Newport Ave. Sewer improvements are required in E Hurlburt Ave in the form of an 8 in sewer main to be installed from the current terminus in E Hurlburt Ave to the west edge of the development, a distance of approximately 240 feet.

154.64 Drainage.

All necessary facilities shall be installed sufficient to prevent the collection of surface water in any low spot and to maintain any natural water course. A portion of the Hermiston Drain extends along the north boundary of Lots 3, 4, 5, 6, and 14. The city will require the dedication of a 10 foot easement for the protection of and access to the drain in this area.

154.65 Sidewalks.

The applicant shall install sidewalks along all street frontages of all lots as required by the improvement agreement.



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154.66 Bikeways.

The City of Hermiston Transportation System Plan does not call for any bikeways in this area.

Chapter 157: Zoning

157.025 Low Density Residential Zone (R-1)

All the proposed lots are created in conformance with the requirements of the R-1 zone. All the proposed lots exceed the minimum lot size of 8,000 square feet. All proposed lots are at least 60 feet wide and 80 feet deep. The lot sizes proposed for the development exceed the minimum size required in the R-1 zone for single- and two-family dwellings. Uses permitted in the R-1 zone are listed in §157.025 of the Hermiston Code of Ordinances.

§157.101 Development Hazard Overlay

Comprehensive Plan Figure 12 identifies portions of this subdivision as subject to groundwater pollution hazards due to a high water table. In accord with 157.101 of the Hermiston Code of Ordinances, the City will prohibit the outdoor storage of hazardous chemicals and underground storage of gasoline and diesel fuels. Any additional requirements or prohibitions necessary to mitigate groundwater pollution problems must be developed in conjunction with the Departments of Environmental Quality and Water Resources. At the discretion of the planning commission, the applicant may obtain an exemption to the above requirements if a registered engineer presents documentation which demonstrates that the proposed development will not contribute to potential groundwater pollution.

Conditions of Approval

1. Lots shall be renumbered sequentially starting with Lot 1. Lots 1 and 2 of the Bratton Replat shall not be included in the lot numbering. Remove the existing lot lines on Lot 3.
2. Applicant shall work with and receive certification from the Hermiston Irrigation District prior to final plat approval. Applicant should be aware that the City of Hermiston will not sign the final plat until the irrigation district has been satisfied and signs the final plat.
3. Applicant must sign an improvement agreement and shall install grading, storm drainage, curb and gutter, sidewalks, street paving, and all service utilities for this development. All improvements for each phase shall comply with city standards and specifications and shall receive final approval from the city engineer.
4. Thirty feet for E Hurlburt Ave frontage shall be dedicated from the current terminus to the west edge of the development site as shown on the preliminary plat and shall be improved to local street standards with sidewalk, curb, gutter, drainage, and a half street plus 10 feet of paving along the north development site frontage.
5. Extension of E Hurlburt Ave will require relocation of an existing ditch inlet located in the existing alley. Applicant/developer shall bear all costs associated with relocation of this inlet as part of street construction.
6. E Newport Ave shall have improvements in the form of sidewalk, curb, gutter, drainage improvements, and infill paving for the entire development frontage.
7. A portion of the Hermiston Drain extends along the north boundary of Lots 3, 4, 5, 6, and 14. The



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city will require the dedication of an easement for the protection of and access to the drain in this area. The width of the easement shall include the ditch and be established from the top of the ditch bank plus 10 feet for the protection of access for maintenance vehicles.

8. The applicant/developer shall install an eight inch water main in E Hurlburt Ave from the current terminus to the west edge of the development site.
9. The applicant/developer shall install an eight inch sanitary sewer main in E Hurlburt Ave from the current terminus to the west edge of the development site. Lots on E Hurlburt Ave shall be serviced with gravity sewer; force mains are not allowed.
10. The property lies within an area subject to potential groundwater pollution hazards due to high water table. Therefore, the outdoor storage of hazardous chemicals and the underground storage of gasoline and diesel fuels are prohibited per §157.101(B) of the Hermiston Code of Ordinances. Per §157.101(D) of the Hermiston Code of Ordinances, a developer may receive an exemption from this requirement upon submission of evidence from a registered engineer that the storage will not contribute to groundwater pollution.
11. The applicant shall submit a geotechnical report considering the depth of groundwater within the development. Finished grades of all building pads shall be no less than four feet above the seasonal high ground water table.
12. Applicant shall comply with all provisions of 92.12 of the Hermiston Code of Ordinances (relating to the control of blowing dust) during all phases of construction.

Commissioners discussed ownership of the ditch, fencing and easement language. Staff suggest the easement not be for public use and that fencing of the easement be installed. City Engineer Joshua Lott stated the city has not made a decision as to piping the ditch which contains water year round.

Commissioner Caplinger moved and Commissioner Guerrero seconded to approve the Findings of Fact as written to authorize Lot 6 depth as proposed. Motion passed 6-0 with Commissioners Misner, Caplinger, Saylor, Doherty, Guerrero and Serrano in favor. Commissioner Caplinger moved and Commissioner Misner seconded to impose the Conditions of Approval as amended (#4). Motion passed 6-0 with Commissioners Misner, Caplinger, Saylor, Doherty, Guerrero and Serrano in favor. Commissioner Saylor moved and Commissioner Caplinger seconded, to approve the preliminary plat. Motion passed 6-0 with Commissioners Misner, Caplinger, Saylor, Doherty, Guerrero and Serrano in favor.

Minor Partition – The HUB Hermiston LLC 4N2811AD Tax Lot 100 -963 E Diagonal Blvd

This item has been rescheduled to the November 12, 2025, regular planning commission meeting.

Replat – Four Bros LLC 678/692 E Elm Ave 4N2811BA Tax Lots 101 & 102

Planning Director Spencer presented the staff report. The final plat reconfigures the boundary between two existing parcels and creates a new, third commercial parcel. The flag access will move to the west. The planning commission approved the preliminary plat at their last meeting.

Commissioner Caplinger moved and Commissioner Serrano seconded to approve the final plat with the conditions of approval. Motion passed 6-0 with Commissioners Misner, Caplinger, Saylor, Doherty, Guerrero and Serrano in favor.



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Planner comments and unscheduled communication

Planning Director Spencer shared that former City Manager, Ed Brookshier, passed away earlier in the week. His leadership played a critical role in the city's growth and development, including the hiring of Planning Director Spencer.

The city was awarded the Housing Code Update Assistance grant from the state. Staff hope to work with Winterbrook Planning again on the project.

Adjournment

Vice-Chairman Doherty adjourned the meeting at 8:12PM.

DRAFT



Hermiston Planning Commission

October 8, 2025





Hermiston Mini Storage Major Variance - Continued

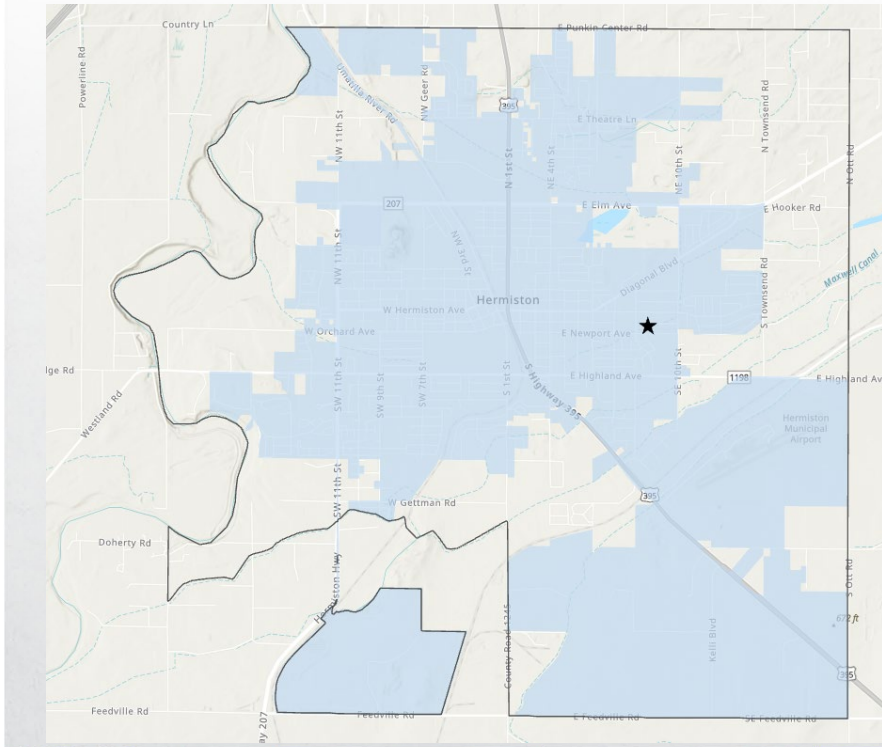


- Request to allow compacted gravel for RV storage area
- Planning commission requested opinion from city engineer at September meeting
- City engineer has prepared memo
- Hearing is still open



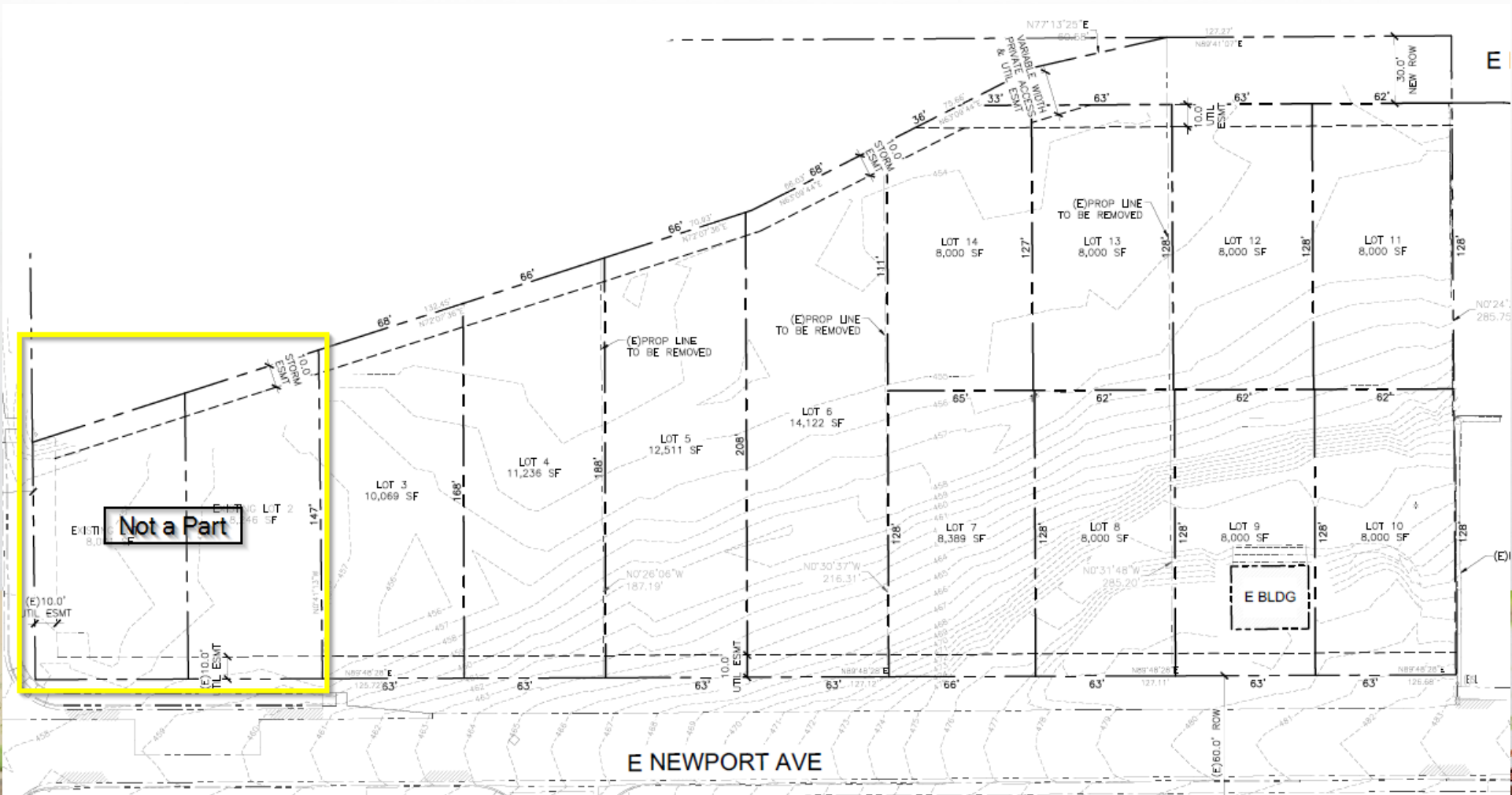


Preliminary Plat – Soler & Anides





Preliminary Plat – Soler & Anides





Preliminary Plat – Soler & Anides

- 1) Lots shall be renumbered sequentially starting with Lot 1. Lots 1 and 2 of the Bratton Replat shall not be included in the lot numbering. Remove the existing lot lines on Lot 3.
- 2) Applicant shall work with and receive certification from the Hermiston Irrigation District prior to final plat approval. Applicant should be aware that the City of Hermiston will not sign the final plat until the irrigation district has been satisfied and signs the final plat.
- 3) Applicant must sign an improvement agreement and shall install grading, storm drainage, curb and gutter, sidewalks, street paving, and all service utilities for this development. All improvements for each phase shall comply with city standards and specifications and shall receive final approval from the city engineer.
- 4) Thirty feet for E Hurlburt Ave frontage shall be dedicated from the current terminus to the west edge of the development site and shall be improved to local street standards with sidewalk, curb, gutter, drainage, and a half street plus 10 feet of paving along the north development site frontage.
- 5) Extension of E Hurlburt Ave will require relocation of an existing ditch inlet located in the existing alley. Applicant/developer shall bear all costs associated with relocation of this inlet as part of street construction.
- 6) E Newport Ave shall have improvements in the form of sidewalk, curb, gutter, drainage improvements, and infill paving for the entire development frontage.
- 7) A portion of the Hermiston Drain extends along the north boundary of Lots 3, 4, 5, 6, and 14. The city will require the dedication of an easement for the protection of and access to the drain in this area. The width of the easement shall include the ditch and be established from the top of the ditch bank plus 10 feet for the protection of access for maintenance vehicles.
- 8) The applicant/developer shall install an eight inch water main in E Hurlburt Ave from the current terminus to the west edge of the development site.
- 9) The applicant/developer shall install an eight inch sanitary sewer main in E Hurlburt Ave from the current terminus to the west edge of the development site. Lots on E Hurlburt Ave shall be serviced with gravity sewer; force mains are not allowed.
- 10) The property lies within an area subject to potential groundwater pollution hazards due to high water table. Therefore, the outdoor storage of hazardous chemicals and the underground storage of gasoline and diesel fuels are prohibited per §157.101(B) of the Hermiston Code of Ordinances. Per §157.101(D) of the Hermiston Code of Ordinances, a developer may receive an exemption from this requirement upon submission of evidence from a registered engineer that the storage will not contribute to groundwater pollution.
- 11) The applicant shall submit a geotechnical report considering the depth of groundwater within the development. Finished grades of all building pads shall be no less than four feet above the seasonal high ground water table.
- 12) Applicant shall comply with all provisions of 92.12 of the Hermiston Code of Ordinances (relating to the control of blowing dust) during all phases of construction.



Minor Partition – The Hub Hermiston LLC

- The applicant has requested that this item be tabled until the November 12, 2025 meeting









Replat – Four Brothers LLC and City of Hermiston

1. Applicant shall work with and receive certification from the Hermiston Irrigation District prior to final plat approval. Applicant should be aware that the City of Hermiston will not sign the final plat until the irrigation district has been satisfied and signs the final plat.
2. All conditions of approval from June 4, 2025 Four Bros tire shop site plan approval remain in effect and are incorporated into the conditions by reference.
3. The property lies within an area subject to potential groundwater pollution hazards due to high water table. Therefore, the outdoor storage of hazardous chemicals and the underground storage of gasoline and diesel fuels are prohibited per §157.101(B) of the Hermiston Code of Ordinances. Per §157.101(D) of the Hermiston Code of Ordinances, a developer may receive an exemption from this requirement upon submission of evidence from a registered engineer that the storage will not contribute to groundwater pollution.

