



PLANNING COMMISSION

Regular Meeting Minutes
November 13, 2024

Chairman Fialka called the regular meeting to order at 7:00PM. Present were Commissioners Doherty, Hamm, Misner, Saylor, Guerrero, Kirkpatrick, Caplinger, and Collins. Staff in attendance included Planning Director C.F. Spencer, City Attorney Richard Tovey and Planning Assistant Heather La Beau. Youth Advisor Council members Aspyr Inners and Catherine Doherty were present.

Chairman Fialka thanked Vice-Chairman Caplinger for performing the Chairman duties at the September meeting. The Youth Advisors were welcomed to the meeting and encouraged to provide comments and ask questions during the meeting.

Minutes

Commissioner Hamm moved, and Commissioner Collins seconded to approve the minutes of the October 9, 2024, regular meeting as written. Motion passed.

Minor Partition-Hermiston Christian Center 4N2816BA Tax Lot 100 – 1825 W Highland Ave

Planning Director Spencer presented the staff report. This partition proposes to create a 2.9 acre lot and relocate an existing Hermiston Energy Services easement. The access easement on Parcel 2 will remain unchanged. When development occurs on the parcel, SW 19th Court will intersect with W Highland Ave. The Findings of Fact contain a typographical error in Section 154.20 and should read R-3.

Findings of Fact

Design Standards

§154.15 Relation to Adjoining Street System.

The property is bordered by W Highland Ave and SW 17th Street. SW 19th Court also terminates at the south line of the proposed Parcel 2. All parcels have adequate access to the existing street network in compliance with the standards of §154.15, §157.028(C)(4), and §157.141.

§154.16 Street and Alley Width.

No new streets or alleys are proposed as part of the partition. The property is currently serviced by SW 19th Court which is a city street 60 feet in width. W Highland Ave and SW 17th Street also provide access to the property. Highland and 17th are both county roads of 66 feet and 50 feet in width, respectively.

§154.17 Easements.

The partition plat reflects several existing easements.

- There is a 20-foot easement along the entire W Highland Ave frontage of both parcels for the W Highland trail.
- Parcel 2 is encumbered by emergency access easements connecting SW 19th Court to W Highland Ave. When Parcel 2 is proposed for residential development, these emergency access easements will be vacated and converted to a public street or similar through access allowing permanent public connection of SW 19th Court to W Highland Ave.
- Parcel 1 contains an existing utility easement to Hermiston Energy Services which is proposed for vacation and rededication to match existing infrastructure.
- Parcel 1 contains an existing easement to the City of Hermiston for water infrastructure.
- Parcel 1 contains an existing easement to Cascade Natural Gas for gas infrastructure.



PLANNING COMMISSION

Regular Meeting Minutes
November 13, 2024

No other easements are proposed or shown on the plat and none are required.

§154.18 Blocks.

Block standards in this section are specific to residential development. No block spacing standard is required for this partition.

§154.19 Lots.

The proposed partition will create two lots. Parcel 1 contains the Hermiston Christian Center church and school complex and contains 20.69 acres. Parcel 2 is 2.88 acres and is currently vacant.

The preliminary plat provides for the creation of two lots meeting the design standards in 154.19(A) through (E).

§154.20 Character of Development.

The property is zoned R-3. Uses permitted in the R-3 zone are listed in 157.027 of the Hermiston Code of Ordinances. The applicant proposes the partition for residential development on Parcel 2.

§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 partition.

Minimum Improvements Required

§154.60 Permanent Markers

Permanent markers shall be set as shown on the final plat in accordance with ORS 92.050 through 92.080.

154.61 General Improvements

W Highland Ave is considered fully improved adjacent to Parcels 1 and 2. The Hermiston Christian Center previously signed a street improvement agreement for future improvements to the property. However, at the time the W Highland trail was constructed, the city agreed to waive future improvements to the road in exchange for the dedication of the 20-foot easement for the trail. The property is also bound by a street improvement agreement for SW 17th Street. No additional improvements are required as part of the partition.

§154.62 Water Lines

Water is available to service the lots in SW 17th Street and SW 19th Court. Parcel 1 is connected to municipal water lines. Parcel 2 may extend and utilize water within SW 19th Court at the time residential development occurs.

§154.63 Sanitary Sewer System.

Sewer is available to service the lots in SW 17th Street and SW 19th Court. Parcel 1 is connected to municipal sewer lines. Parcel 2 may extend and utilize sewer from SW 19th Court at the time residential development occurs.

Preliminary Plat



PLANNING COMMISSION

Regular Meeting Minutes
November 13, 2024

Staff has reviewed the preliminary plat and determined the submission of a preliminary plat is not required in accordance with §154.35(B) of the Hermiston Code of Ordinances.

Final Plat

Per §154.46 of the Hermiston Code of Ordinances, the final plat shall show:

- (A) The boundary lines of the area being subdivided, with accurate distances and bearings. **Shown as required**
- (B) The lines of all proposed streets and alleys with their width and names. **Shown as required**
- (C) The accurate outline of any portions of the property intended to be dedicated or granted for public use. **Shown as required**
- (D) The line of departure of one street from another. **Shown as required**
- (E) The lines of all adjoining property and the lines of adjoining streets and alleys with their widths and names. **Shown as required**
- (F) All lot lines together with an identification system for all lots and blocks. **Shown as required**
- (G) The location of all building lines and easements provided for public use, services or utilities. **Shown as required**
- (H) All dimensions, both linear and angular, necessary for locating the boundaries of the subdivision, lots, streets, alleys, easements, and other areas for public or private use. Linear dimensions are to be given to the nearest 1/10 of a foot. **Shown as required**
- (I) All necessary curve data. **Shown as required**
- (J) The location of all survey monuments and bench marks together with their descriptions. **Shown as required**
- (K) The name of the subdivision, the scale of the plat, points of the compass, and the name of the owners or subdivider. **Shown as required**
- (L) The certificate of the surveyor attesting to the accuracy of the survey and the correct location of all monuments shown. **Shown as required.**
- (M) Private restrictions and trusteeships and their periods of existence. Should these restrictions or trusteeships be of such length as to make their lettering on the plat impracticable and thus necessitate the preparation of a separate instrument, reference to such instrument shall be made on the plat. **No restrictions are proposed or referenced on the plat**
- (N) Acknowledgment of the owner or owners to the plat and restrictions, including dedication to public use of all streets, alleys, parks or other open spaces shown thereon, and the granting of easements required. **A narrative for the easement dedications shall be added to the owner's declaration**



PLANNING COMMISSION

Regular Meeting Minutes

November 13, 2024

- (O) Certificates of approval for endorsement by the city council and certificate indicating its submission to the planning commission, together with approval for endorsement by other local, county and/or state authority as required by Oregon statutes. **Signature blocks for the Hermiston City Council, Umatilla County Tax Assessor, and Umatilla County Commissioners shall be added**

Chapter 157: Zoning

§157.027 Medium-High Density Residential (R-3)

Uses permitted in the R-3 zone are listed in §157.027 of the Hermiston Code of Ordinances. The Hermiston Christian Center was built and operates under an existing conditional use permit from the city.

The minimum lot size for single-family dwellings in the R-3 zone is 5,000 square feet. Each lot meets or exceeds the minimum lot size. Parcels 1 and 2 meet or exceed the minimum lot width of 60 feet and minimum lot depth of 80 feet in the R-3 zone.

§157.101 Development Hazard Overlay

Comprehensive Plan Figure 12 identifies portions of this subdivision as subject to groundwater pollution hazards due to excessively well drained soils. 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. The applicant shall work with and receive certification from the Hermiston Irrigation District prior to obtaining city signature on the final plat.
2. The applicant's surveyor shall submit a revised plat indicating the vacation of the HES easement recorded on instrument 2012-5970038 and the relocated easement to Hermiston Energy Services for approval prior to obtaining city signature on the final plat.
3. Comprehensive Plan Figure 12 identifies this site as an area subject to development hazards due to excessively well drained soils. Therefore, the City will prohibit the outdoor storage of hazardous chemicals and underground storage of gasoline and diesel fuels.

After some discussion, Commissioner Misner moved, and Commissioner Guerrero seconded to make the project file a part of the record. Motion passed. Commissioner Hamm moved and Commissioner Kirkpatrick seconded to adopt the findings of fact as amended (154.20). Motion passed. Commissioner Kirkpatrick moved and Commissioner Hamm seconded to adopt the conditions of approval. Motion passed. Commissioner Saylor moved and Commissioner Collins seconded to approve the final plat subject to the conditions of approval. Motion passed.

Replat- Holt 4N2802AB Tax Lots 2100/2300/2400/2500/2600/9900/10000 – 6/8/10/12/14/16/18 Hill View Dr

Planning Director Spencer presented the staff report. This replat is proposed to readjust lots to create an east/west connection to the east with no net loss of the number of lots. The City is paying market rate for



PLANNING COMMISSION

Regular Meeting Minutes
November 13, 2024

the right-of-way. The City Council will initiate the renaming of the affected portion of Hill View Drive. The name of E Holt Ave has been suggested.

Findings of Fact

Design Standards

§154.15 Relation to Adjoining Street System.

The property is bordered by Hill View Drive. Hill View Drive is entirely unimproved adjacent to the seven proposed lots. The seven proposed lots have a total of approximately 558 feet of frontage on Hill View Drive. The replat creates a new street to provide east/west connectivity for future residential development.

§154.16 Street and Alley Width.

The proposed replat reconfigures Hill View Drive to create an east/west street stub 50' in width for future connectivity at the south end of the development. The existing east/west portion on the south end of Hill View Drive will require renaming to conform with Section 94.22 of the city's zoning ordinance. The street shall be renamed as an avenue with an East prefix. The renaming of the street cannot be done through the platting process and will require a separate set of hearings before the city council in accordance with ORS 227.120.

§154.17 Easements.

There are existing 6-foot utility easements along all lot lines that are not shown on the preliminary plat. All existing easements shall be shown on the final plat.

§154.18 Blocks.

Block spacing of 600 feet at maximum is satisfied. Blocks are approximately 170 feet between cross streets.

§154.19 Lots.

The lots range in size from 7,467 to 7,560 square feet with five lots of 7,552 square feet. All lots are currently vacant. The preliminary plat provides for the creation of seven lots meeting the design standards in 154.19(A) through (E).

§154.20 Character of Development.

The seven proposed lots are currently vacant. Lots 1 through 6 will access the yet to be renamed portion of Hill View Drive. Lot 7 will access both the new street stub and Hill Drive. The lot sizes exceed the minimum requirement permitted in the R-4 zone for single-family dwellings. Uses permitted in the R-4 zone are listed in 157.028 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 additional parks or schools in the vicinity of the proposed partition.

Minimum Improvements Required

§154.60 Permanent Markers



PLANNING COMMISSION

Regular Meeting Minutes
November 13, 2024

Permanent markers shall be set as shown on the final plat in accordance with ORS 92.050 through 92.080.

§154.61 General Improvements

Hill View Drive adjacent to the lots is unpaved with no improvements. The civil improvements for Phase 2 of the Sunset Estates subdivision are currently in review. All general improvements shall be completed prior to a certificate of occupancy issuance for any dwelling.

§154.62 Water Lines

Water is available in Hill View Drive, approximately 65 feet to the west of Lot 1. 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 development will be serviced by the existing water improvements in Hill View Drive and extended eastward.

§154.63 Sanitary Sewer System.

Sewer is available in NE Eighth St. Each lot is planned for connection to the sanitary sewer system. The sewer layout must be approved by the city sewer superintendent and the city engineer. The development will be serviced by the existing sewer improvements in NE 8th St and extended eastward in Hill View Drive.

Chapter 157: Zoning

§157.028 Multi-Structure Residential (R-4)

The proposed lots exceed the minimum lot size of 5,000 square feet. Uses permitted in the R-4 zone are listed in 157.028 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 excessively well-drained soils. 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. All civil improvements adjacent to lots 1 through 7 shall be completed prior to a certificate of occupancy issuance for any dwelling in this replat.
2. The applicant should be aware that the City of Hermiston will not sign the final plat until the Hermiston Irrigation District has signed the final plat.
3. Comprehensive Plan Figure 12 identifies this site as an area subject to development hazards due to excessively well drained soils. Therefore, the City will prohibit the outdoor storage of hazardous chemicals and underground storage of gasoline and diesel fuels.
4. Existing easements shall be added to the final plat.
5. The City will conduct a public hearing in accordance with ORS 227.120 regarding the renaming of streets as a result of new street configuration prior to the issuance of certificates of occupancy for dwellings in the City Replat.



PLANNING COMMISSION

Regular Meeting Minutes
November 13, 2024

After some discussion, Commissioner Collins moved and Commissioner Hamm seconded to make the project file a part of the record. Motion passed. Commissioner Hamm moved and Commissioner Kirkpatrick seconded to approve the findings of fact. Motion passed. Commissioner Caplinger moved and Commissioner Doherty seconded to adopt the conditions of approval. Commissioner Saylor moved and Commissioner Collins seconded to approve the preliminary plat subject to the conditions of approval. Motion passed.

Planner Comments and Unscheduled Communication

Planning Director Spencer wished everyone a Happy Thanksgiving and safe holiday travels.

Commissioners discussed Umatilla Electric Cooperative's (UEC) development at the northeast intersection of I-84 and I-82. The Umatilla-Morrow County Connect Project, linking UEC's Highway 730 Switchyard and Ordnance Switchyard, involved rerouting Generation Road and adjusting property lines.

Adjournment

Chairman Fialka adjourned the meeting at 7:27PM.