

MILL CITY PLANNING COMMISSION
Meeting of March 11, 2022

Planning Commission members present: Chair Marge Henning, Sandy Lyness, David Leach, and Debbie Schenck.

Staff in attendance: Planner David Kinney.

City Council Representatives: None.

Agency/Applicant Representatives: None.

Citizens: None.

The meeting was called to order at 8:35 a.m. Chair Marge Henning led the pledge of allegiance.

APPROVAL OF MINUTES: *Sandy Lyness moved, seconded by Debbie Schenck to approve the minutes of February 15, 2022. The motion carried, (4:0).*

PUBLIC COMMENT: None.

PUBLIC HEARING: None Scheduled.

OLD BUSINESS: 2022-2023 Planning Commission Work Program: Chair Henning asked about the potential training for Oregon Water Resources Staff to discuss potential contamination of the City's well supply. Mr. Kinney explained that this was a concern a couple of years ago. The aquifer runs through basalt layers which are connected to the river and it would be interesting to have someone come in who knows more about how underground aquifers are formed to provide an educational session.

Chair Henning moved, seconded by Dave Leach to approve the 2022-2023 Planning Commission Work Program. The motion carried, (4:0).

NEW BUSINESS: ODOT – SRTS Grant Application: Mr. Kinney said that the City has applied for two rounds of SRTS grants to try to construct sidewalks near the schools but has been unsuccessful. Applications are ranked based on criteria. There are two very important criteria that Mill City schools do not meet; being along a major thoroughfare with traffic speeds of 40 mph or more and if there have been any fatalities or significant injuries near the schools.

This year the application process was changed to include a pre-application, which will provide an initial outline of points and the top 30 will be invited to apply for the next round.

Wastewater Treatment Capacity – Update on Funding & DEQ Discussions: Mr. Kinney said that a letter requesting \$2.5 Million was provided to the legislature to cover interim fixes for the City's sewer plant. DEQ advised that they did not like the City's plan that was submitted and indicated that additional drainfield land as well as a lateral flow plant would be needed in order to increase

capacity. The legislature awarded the City the requested funds, however, this will not be enough to pay for the additional improvement that DEQ will require. The estimated costs are now at \$7.5 Million.

Properties which may work for the drainfield and treatment facility are being identified. Once identified, soil testing will need to be done to determine whether the land will be viable.

Additional funding opportunities are available and being explored.

Storm Drainage Master Plan - Request for Qualifications: Mr. Kinney said that the City is working with a consulting firm to draft an RFQ for engineering services to complete our Storm Drainage Master Plan. If any Planning Commission member is interested in participating on the interview panel please let staff know.

Mill City Development Code Revisions: Mr. Kinney said that he would like to go through Article 1 and Article 4 today and gave a brief overview of what each article entails.

Chapter 1.1 – Introduction. This provides an outline of each of the Articles within the code.

Chapter 1.2 – Administration of Code. Includes purpose, compliance and scope, rules, consistency with Comp Plan/laws, building permit and certificate of occupancy, and official action information.

Section 1.2.060 Building Permits and Certificates of Occupancy is new. These rules have been in effect and followed, however, it has not been a part of the overall City code.

Section 1.3.020 Non-conforming Use. This section has been changed to address business uses that are not allowed within a zone.

Section 1.040 Non-conforming Lot. For lots which do not meet the lot area requirements or are oddly shaped and have an existing use the use can continue.

Chapter 1.4 – Code Interpretation. This section allows for someone to submit a request for a code interpretation in writing to address an issue that may be taking place or which is desired. There is also a provision to refer the question to the Planning Commission and to allow for an appeal of any decision.

Chapter 1.5 – Enforcement. This is a new section and needs to be reviewed by the City Attorney.

Dave Leach said that he would like to see the code allow for a direct citation to someone in violation rather than requiring letters to be sent before a citation can be issued.

Section 1.5.060 Stop Work Order. This is new and will allow the City to issue a stop work order and work through voluntary compliance.

Chapter 4.1 – Types of Applications and Review Procedures. This section establishes the decision-making authority for different types of applications before the City.

Mr. Kinney went through Table 4.1.020 – Summary of Development Decisions by Type of Review Procedures. Development Review has been added, which requires an application for review to determine whether the proposed project meets all of the zoning/building requirements.

The code changes the decision authority for minor partitions and property line adjustments to staff. There is an ability for staff to take a partition to the Planning Commission if there is something that is unclear or more complicated about the application. Variances will include multiple types which will each have a different level of decision authority.

INFORMATIONAL ITEMS:

City Recorder Report: None.

BUSINESS FROM THE PLANNING COMMISSION: None.

OTHER BUSINESS: None.

The meeting was adjourned at 11:00 a.m.

Prepared by:

Stacie Cook, MMC City Recorder

Minutes approved by the Planning Commission on the 29th day of March 2022