



**CITY OF YAMHILL
CITY PLANNING COMMISSION MEETING
Tuesday – February 6, 2018 @ 7:00 PM
Minutes
Regular Meeting – Planning Commission**

1. Call to Order –Roll Call

The Yamhill Planning Commission meeting was called to order at 7:05pm by Chair Mitchell.

ROLL CALL:

Members present: Commissioners Mitchell, Fox and Prendergast
Excused Absence: Commissioner Moore
City staff present: City Recorder Gilmore, Superintendent Howard,
City Planner John Morgan

2. Flag Salute:

Chair Mitchell led the flag salute with all those present participating.

3. Public Comment:

None received.

4. New Business:

A. Potential Code update on Property Line Adjustment process.

John Morgan reported that the current language does not allow the property line adjustment process to be used to reduce the number of lots. This is a very unusual provision compared to other cities, but more importantly, it is the very process required by state law for a “lot combination” when two lots are consolidated into one. By the current standards, a partition process is required to combine two lots. That requires a much more expensive application fee and a public hearing by the Planning Commission. This obviously adds a great deal of time to what should be a very simple application process. The proposed language eliminates this provision and clears up these concerns.

Motion by Mitchell, seconded by Prendergast, to initiate proposed code amendments on the property line adjustment process.

Roll Call: Ayes: Fox, Prendergast and Mitchell
Nays: None

Motion Carried.

- B.** Potential Code update on process for Change of Zone, Comprehensive Plan Amendment, Chapter 10.132.

John Morgan stated that the current language calls for adoption of a zone change or comprehensive plan amendment by resolution. This is legally incorrect. Only an ordinance can approve a zone change or comprehensive plan amendment as those documents and maps were adopted by ordinance in the first place. The proposed amendment clears up this issue.

Motion by Mitchell, seconded by Prendergast, to initiate proposed code amendments on process for Change of Zone and Comprehensive Plan amendments.

Roll Call: Ayes: Fox, Prendergast and Mitchell
Nays: None

Motion Carried.

- C.** Potential Code update on correcting City Building Official or Inspector to County.

John Morgan stated that in many of the City's Building and Zoning Code's there is reference to the "City Building Official" or "City Building Inspector". Yamhill no longer has an inhouse Building Official and contracts with Yamhill County for all building services. The proposal is to update all the codes to remove City Building Official and replace with County Building Official or County Building Inspector.

Motion by Mitchell, seconded by Prendergast, to initiate proposed code amendments on correcting City Building Official or Inspector to County.

Roll Call: Ayes: Fox, Prendergast and Mitchell
Nays: None

Motion Carried.

5. Unfinished Business:

- A.** None Scheduled.

- 6. A.** Approval of Planning Commission Minutes from December 5, 2017.

There were no members in opposition to the minutes.

Mitchell made motion, seconded by Fox to approve minutes.

Roll Call: Ayes: Fox, Prendergast and Mitchell
Nays: None

The Motion Carried.

- B.** Schedule next Planning Commission meeting.

The next Planning Meeting is scheduled for Tuesday, April 3, 2018 at 7:00pm.

7. Information/Announcements:

- A.** City Council meeting – Wednesday, February 14, 2018
- B.** Vacancies: City Council – 1 member
Planning Commission – 1 member
Budget Committee - 3 members - Applications are available at City Hall

8. Adjournment: 7:15PM

Chair Mitchell made motion to adjourn,

All in favor, meeting adjourned at 7:15pm

Respectfully Submitted:
Lori Gilmore
City Recorder/Treasurer