



**CITY OF YAMHILL
CITY PLANNING COMMISSION MEETING
Tuesday – May 1, 2018 7:00 PM**

Minutes

Public Hearing – Planning Commission

1. Call to Order –Roll Call

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

ROLL CALL:

Members present: Commissioners Fox, Moore, Player and Prendergast

Unexcused Absence: Chair Mitchell

City staff present: City Recorder Gilmore, Superintendent Howard,
City Planner John Morgan

2. Flag Salute:

Vice-Chair Prendergast led the flag salute with all those present participating.

3. Public Hearing:

A. Public Hearing on Bartlett Partition Application PAR 18-01.

An application was received to partition a parcel into two parcels located at 345 E. First Street, Yamhill, effectively moving the lot line between two platted lots of 9,040 square feet each resulting in two new lots of 9,944 square feet and 8,136 square feet. (Municipal Code 11.12.050)

Vice-Chair Prendergast opened the Public Hearing for Partition Case # PAR 18-01 at 7:08 pm and reviewed the purpose of the Commission and the procedures for the Public Hearing. There were no objections to jurisdiction.

City Planner, John Morgan presented the staff report for the proposed partition. The existing Lot 3 is the site of an older single-family home. Existing Lot 2 is the site of a detached single-car garage serving the home on Lot 3. The entire property is effectively one house and yard with the house on the west end and a large yard on the east end. The proposal will allow construction of a new house on the east end. Other homes are located in all directions within the neighborhood. The subject property is served with public sewer and water. 1st Street is paved with a gravel shoulder for parking and a

property line sidewalk along the entire block frontage. The property is zoned Single-Family Residential (R-2). The minimum lot size in the R-2 zone is 6,000 square feet.

Morgan reviewed the findings of fact and criteria for approval of a partition and continued with reviewing the staff recommendation and conditions of approval for the partition application. Morgan reported that this is a partitioning of a large parcel into two within an existing developed area. In actuality there are already two platted lots and the eastern lot could be sold and used for a new house, but State law requires a partition process to move the property line between two platted lots, as is the case with this application. The proposed lots are comparable with those already in the neighborhood. The application is straight forward relative to the moving of the lot line meeting all the requirements of the Development Code.

However, the matter becomes somewhat complicated relative to the existing detached garage.

The house and garage were built long before the requirements of the Development Code were adopted. The Code requires two off-street parking spaces for each single-family home. Those spaces are found in the driveways of newer homes as garages are not counted as parking spaces. In this case, there are no legal parking spaces for the existing home creating a legally non-confirming situation, in other words, the situation is grandfathered. This partition process does not change that legally non-confirming situation.

The existing detached garage also is legally non-confirming as it does not meet the front or side setback lines of the R-2 zone relative to the existing lot line. However, with the moving of the lot line, as proposed, the garage will have a side setback of 8 feet where the minimum setback is 7.5 feet, making the garage conforming relative to the side setback.

Any new house constructed on Lot 2 will have to create two off-street parking spaces and the existing garage cannot be counted as one of those spaces.

The applicants, Marc and Veronica Bartlett were in attendance. The applicants have decided to remain in the existing home at 345 E. Second Street and sell the adjacent lot and request to withdraw their application. Morgan reiterated that there are already two platted lots and the eastern lot can be sold and used for a new house without going through the public hearing process.

The application for Partition case number Par 18-01 has been entered into the record as withdrawn by the applicants.

Vice-Chair Prendergast closed the Public Hearing at 7:12 pm.

Regular Meeting – Planning Commission

Regular meeting opened by Vice-Chair Prendergast at 7:15 pm

4. Public Comment:

None Received.

5. **New Business:**

- A. Discussion of City growth, industrial needs and the availability of land and Infrastructure.

Chair Mitchell requested this agenda item for discussion and due to his absence, the item will be postponed until the next scheduled meeting.

6. **Unfinished Business:**

- A. None Scheduled.

7. A. Approval of Planning Commission Minutes from April 3, 2018.

There were no members in opposition to the minutes.

Moore made motion, seconded by Fox to approve minutes.

Roll Call: Ayes: Fox, Prendergast, Moore, and Player
Nays: None

The Motion Carried.

- B. Schedule next Planning Commission meeting for Tuesday, June 5, 2018.

It was noted that Chair Mitchell arrived late to the meeting at 7:18pm.

8. **Information/Announcements:**

- A. City Council meeting/ Town Hall with County Commissioners – Wednesday, May 9, 2018
B. Budget Committee meeting, Monday, May 14, 2018, 6:30PM. City Council Chambers, 155 E. 1st Street.

9. **Adjournment:** 7:20PM

Player made motion to adjourn,

All in favor, meeting adjourned at 7:20pm

Respectfully Submitted:
Lori Gilmore
City Recorder/Treasurer