



City of Yamhill

A small taste of Oregon

CITY OF YAMHILL, CITY PLANNING COMMISSION MEETING
May 4, 2021 7:00 PM
MINUTES

THIS MEETING WAS A TELECONFERENCE

Regular Meeting – Planning Commission

1. Call to Order –Roll Call

Chair Prendergast called the meeting to order at 7:00 PM via the Zoom Teleconference.

Present by Teleconference: Chair Prendergast, Commissioners Moore and Fox
Staff Present Teleconference: John Morgan, City Planner; Jason Wofford, Facilities Manager; Sharon Bregante-Candau, Administrative Clerk
Absent: Trisha Player

2. Public Comment:

None received.

3. New Business:

None received.

4. Unfinished Business:

A. Discuss adding code section for 5G Facility Standards (Chapter 12.20?)
An Ordinance was adopted January 13, 2021 by the City Council to establish standards for small wireless facilities in the rights-of-way in the City of Yamhill. The intent is to establish uniform standards consistent with federal law, including when, where and how these facilities can be attached.

Also, necessary is a set of design standard criteria, that the Planning Commission can review and draft for recommendation to the City Council, which would be an amendment to the Yamhill Development Code.

Morgan provided a draft ordinance for the commissioners to review as directed in the February 2, 2021 Planning Commission meeting.

Moore made motion; Fox seconded to adopt the standards in the draft ordinance with the amendment that variances need to come before the Planning Commission instead of the City Planner.

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

Motion Carried.

- B.** Discuss proposed code amendment- Municipal Code 10.64.030 (G) regarding reader board signs.

Prendergast read the meeting minutes from the January 5, 2021 Planning Commission meeting to see where this item had been left at. Fox mentioned that in the draft code that Morgan provided, the size would exclude both the Yamhill Fire Protection District's (YFPD) and Yamhill-Carlton High School's signs. Morgan stated since those signs are already in place, that this code is not applicable to them, but future signs would have to adhere to this code.

Prendergast made motion; Fox seconded to table the proposed code amendment - Municipal Code 10/64.030 (G) regarding reader board signs.

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

Motion Carried.

Prendergast and Fox would like the Planning Commission to review the permit process for the YFPD's sign.

C. Discuss proposed adoption of added code section for Temporary Carports. Commission's discussion during the January 5, 2021 meeting had concerns that the City of Yamhill's current Municipal Code does not specifically address setbacks or anchoring requirements for temporary carports or similar structures. The Commission directed staff to draft an amendment similar to neighboring cities and bring to the February Planning meeting. The Planning commission reviewed existing carports that are currently installed at residences in the City. The Planning reviewed the process of addressing structures that aren't complying with the Municipal Code. The Planning Commission requested Morgan to move forward with the draft of proposed ordinance.

Morgan stated that there will most likely be a Public Hearing in April or May, depending upon the notice requirements.

- 5. A.** Approval of Planning Commission Minutes from January 5, 2021.

Moore made motion; Prendergast seconded to approve the Planning Commission Minutes from January 5, 2021 noting objections from Fox.

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

Motion Carried.

B. Approval of Planning Commission Minutes from February 2, 2021.

Moore made motion; Prendergast seconded to approve the Planning Commission Minutes from February 2, 2021.

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

C. Schedule next Planning Commission Meeting.

Planning Commission decided on June 1, 2021 for their next meeting.

D. Commissioner Comments/Discussion

None Received.

6. Information/Announcements:

A. Vacancies:
Planning Commission – 1 member - Applications are available at City Hall.

7. Adjournment: 8:50pm

Moore made motion to adjourn, Fox seconded.
All in favor, meeting adjourned at 8:50pm

Respectfully Submitted:
Sharon Bregante-Candau
Administrative Clerk