



**Planning Commission Regular Session Minutes
Monday, March 11, 2024, 6:00 PM
Via Zoom and at 945 West Grant Street**

1. CALL MEETING TO ORDER & ROLL CALL

6:00 PM

Planning Commissioner Chair Anthony Stuart called the meeting to order at 6:00 PM.

Members Present: Anthony Stuart
Jennifer Nordstrom
Jim Bandy
Susan Turrell
Annette Fernandez-Madrid
Noelle Amaya

Members Absent: None

Staff Present: Scott Whyte, City Planner
Shannon Beaucaire, City Manager
Morgan Shelton, Finance Specialist
City Attorney Tyler Yeoman-Millette
Aimee Amerson, City Recorder

Others: Mayor Linda Watkins, Steve Faust (3J Consulting), Robin Geck, Marie Frugia, Steve Pedretti, and Maggie Bowman.

2. MINUTES APPROVAL- February 12, 2024

6:01 PM

MOTION: Fernandez-Madrid/Turrell: to approve the Planning Commission minutes from February 12, 2024, as submitted. Motion carried. (6 Yes/0 No/0 Absent /0 Abstain).

3. CITIZEN COMMENTS

6:02 PM

None given.

4. ACTION / DISCUSSION ITEMS

A) Comprehensive Plan Update

6:03 PM

Chair Anthony Stuart introduced City Planner Scott Whyte to review the Comprehensive Plan update. Stuart opened the Public Hearing at 6:03 PM, read the hearing and disclosure statement, and asked Commissioners if they had any bias, abstentions, or ex-parte contact. He also called for audience/attendee objections to jurisdiction. None were given.

Steve Faust started by briefly explaining the comprehensive plan update before discussing the City’s mission statement and Oregon’s requirements for comprehensive planning. Faust then described the methods used to update the policies and objectives of Carlton’s comprehensive plan before presenting information on the Comprehensive Plan Update. At the end of his presentation, Faust noted that staff recommends the Planning Commission recommend approval of the proposed Comprehensive Plan and Appendix amendment to the City Council for a Public Hearing at the April City Council Meeting.

The commission discussed the presented material and made suggestions for additions to the report including the addition of the Panther Creek Bike Trail as an objective to Goal 8, the removal of a specific species of Ash from the street trees list, the addition of language to protect less absorbent soils from the impacts of development, suggestion for the City to update the cited 1997 study done on species in the local waterways, addition of photos of different types of parks, clarification of recommendation for objectives for each hazard type listed in Yamhill County Emergency Plan, update with the delineation of grades at Yamhill Carlton School

District, the addition of an objective to Policy 1 to leverage citizen involvement, recommendation to update the Citizen Involvement Plan in Policy 2, and Storm Water Management Plan language and methods.

Public testimony was opened by Chair Stuart at 7:18 PM.

Neutral: Robin Geck of 539 N Kutch Street pointed out a sign on one of the new subdivision street barricades that says "Road to be Continued," leading to the floodplain. She understands the need to grow the city, she agrees with the States' directive to promote more wetland protection. She suggested working with Yamhill Soil and Water Conservation to help determine the impacts of future development on wetland areas. Chair Stuart suggested adding language in Objective 3 to add Yamhill Soil and Water Conservation as a stakeholder resource.

Steve Pedretti of 290 S Carr Street expressed his desire to see more non-electronic communication about planning and development meetings.

Chris Fugia of 310 W. Lincoln commended the work on the street trees list and described the large amount of vacation rentals around her home. She expressed a desire to see more regulation or a cap for vacation rentals in town to preserve more housing for families.

Maggie Bowman of McMinnville, stated that she appreciates all of the efforts of the Planning Commission. She suggested that the City utilize Facebook to advertise meetings. City Manager Shannon Beaucaire explained the City could not establish a Facebook Page because of Public Record Law regulations but described ways that City information can be shared to a non-sponsored page through our website.

Public testimony was closed by Chair Stuart at 7:46 PM.

5. COMMISSIONER COMMENTS

7:46 PM

Commissioners discussed the tree and landscaping problems in the South 7th Street planting strips, potential corrective action for items out of compliance, requested corrections to the current street trees list, and Main Street road conditions.

6. ADJOURNMENT

8:00 PM

The meeting adjourned at 8:00 PM.

ATTEST:



Morgan Shelton, Finance Specialist



Anthony Stuart, Planning Commissioner Chair