

Harrisburg Planning Commission Minutes for December 20, 2016

The Harrisburg Planning Commission met on this date at City Hall, located at 354 Smith St, at the hour of 7:00pm. Presiding was Chairperson Todd Culver. Also present were as follows:

- Charlotte Thomas
- Roger Bristol
- Kurt Kayner
- David Smid Jr.
- City Administrator/Planner Brian Latta

Absent were Francisco Garcia-Mendez, Kent Wullenwaber, and City Recorder/ACA Michele Eldridge.

Concerned Citizens in the Audience: No citizens were present at this meeting.

Approving the Minutes for November 15, 2016

- Thomas **motioned to approve the minutes, and was seconded by Smid. The Planning Commission then voted unanimously to approve the minutes from November 15, 2016**

Subdivision Ordinance Update (LU361)

The Planning Commission Chairperson read aloud the process to request a continuance, and the process to request that the record remain open. He then opened the public hearing at the hour of 7:03pm.

There were no declarations of any Conflicts of Interest, nor were there any Ex Parte Contacts to declare. The Planning Commission Chairperson then described the applicable criteria, and the need to direct testimony to applicable criteria in sufficient detail.

Staff Report: Latta brought everyone's attention to the handout tonight. (Please see Addendum No. 1.) He had asked our engineer to prepare these, because he felt that developers would like a typical design of what our streets should look like. The drawings show each of the types of streets as outlined in the tables.

- Kayner asked under the criteria for a local street, that they are 10'wide, and are going to 9' now?

- Latta told him no, it's 9' and going to 10'.
- Kayner asked if there are any of the streets with any with truck travel on them.
- Latta told him that in general, arterials and collector streets will typically have truck travel. On page 8 of the agenda, you can see that we are increasing the size of the travel or turn lanes in each of the types of streets.
- Chairperson Culver commented that when the state came down, and wanted to require us to do shortened widths on our streets, that they had actually threatened us with the loss of state funds if we didn't make them smaller. The compromise is this document/table. It met to some degree, the state's requirement, and made them happier.
- Bristol asked what was the states consideration.
- Chairperson Culver said the density of our neighborhoods. When we had so many motor coach companies here, we felt it was logical to leave our street widths alone. But the state said no, so we ended up with this document; which was a compromise.
- Kayner asked if the state can actually control what we do in terms of our land.
- Thomas told him yes.
- Latta agreed yes; because the code is state approved. We turn this in, and the state has to approve it.
- Thomas asked if he thought it will pass.
- Latta said that we'll see. We sent the state the information 35 days ahead of this meeting as normal, and we haven't heard anything from them. Normally, if there is a problem, they would contact us. He also contacted our local DLCD (Department of Land Conservation & Development) local representative. They know we are doing this. So looking at the staff report, there is an addition of a transit conflict column. This refers to 4th St. We need to come up with a design for what we want for the city, so we can go to the railroad and say, here is what we want.
- Thomas asked if that was for showing them, rather than saying this is what we want.
- Latta told her yes.
- Kayner asked if this then is about the same area as what we have in front of my place. (Willamette Ag is on the corner of 4th and Territorial.)
- Latta told him yes.
- Kayner asked if there would be crossings.
- Latta told him yes, there will be. Those are at Kesling, Smith, LaSalle, and Territorial, which are the main crossings. There might be no crossing at Macy.
- Bristol said that would be ok because there is a dead end on Macy.
- Latta said right.
- Chairperson Culver asked if there would be on street parking.
- Latta told him no, not on this road.
- Kayner asked how wide should it be in his case? Cars park along there, and it's a pain in the butt for his trucks to maneuver with them there.
- Latta wasn't sure where his property starts and ends to know for certain.
- Kayner said that we've tried to set that up the way we need it for quite some time. We had asked Tim Bunnell to paint some curbs, so that people aren't parked there. If it

shows no parking, why is there any parking on the rest of it? There's really only one bunch who parks there.

- Latta wasn't sure where the curb was down there.
- Kayner said it starts about where his property is.
- Latta asked him then if people park there a lot.
- Kayner told him yes.
- Latta told him we can paint it again.
- Bristol said that we can put up a no parking sign too. He thought leaving the pharmacy window at the Harrisburg Plaza, and exiting onto 4th right there, is really tight.
- Latta said that he's not sure what it is on Territorial. He thought it was probably 12' at that point.
- Kayner thought it was wider on the east side of the street than the west. It's our property, down to the street, that runs the full gamut of the block there. The City Engineer is the one who designed all of this. He thought that was in 1992-1994, or around there. If there is in fact, no parking along there, then it might alleviate some problems in getting his trucks in there.
- Latta said that he and Chuck will look at that area.
- Thomas commented that further south on 4th St., there are ditches on either side of the road, and it's deep in some places. What happens to that if you improve that?
- Latta told her that they would have to account for storm water.
- Thomas said some of those ditches are pretty deep, and there are always some cars that park all along there.
- Kayner asked if some people have complained.
- Latta told him no.
- Latta also said that we are developing a standard. This isn't part of our code. If we design something like this, we want to have standards for it.
- Thomas noted that this is minimum; right? We can go wider than this.
- Latta told her yes, but you would have a hard time doing that, because of how close the homes are along there.
- Kayner thought the railroad was complaining to us.
- Latta told him that they were pushing really hard on us. They did some repair from Monroe to Macy. We had to tell them no, we need a slower approach to go through this process. Council likes the idea of a separated track for 4th St. He's not sure when that work was done, but we've never had to touch the road; it's great for maintenance purposes. As he's sure the Planning Commission knows, getting the railroad to do anything is a nightmare.
- Kayner asked what the City of Junction City did when they worked with the railroad.
- Thomas said that it sounded like the railroad guys talked about what they did.
- Latta said that similar to our tracks here, it's also the roadway for the city, and the tracks go through the middle. They dug out under the track, dug down, and installed an asphalt base, filled it back with rock, and then placed concrete panels on top. They are hoping that asphalt would support the tracks better. They said it works, but it's only been there

for a year. He's not convinced that is going to work. What they did here, was to dig down deep, and put in a lot of rock.

- Kayner thought that they would be happy with this.
- Latta said that they don't mind the design; what they want is to not have to pay for anything. They aren't responsible for a City's roadways. We do want them to put in interior curbs to protect the tracks, but anything in the railroad section, is otherwise theirs.
- Kayner thought it would be better for them. Does he have any idea of how many cars crash from leaving Territorial onto 4th because of the material used there?
- Latta said that's a good comment. Our design specifications, try to prevent that. He thinks what we would require are concrete crossings. Basically, for the tables represented in his agenda bill, all the travel ways are generally being increased by a couple of feet. This, as a text amendment, goes to Council for final approval. You are making a recommendation. The criteria, is to determine if the suggested changes are consistent with the comprehensive plan. He does feel that all the criteria are met. Land Use Policy No. 2 has been met, as we did notification for the meeting, in the newspaper, and as typical for our public hearings, nobody shows up. Policy No. 4 requires us to adopt ordinance standards, which we are modifying at this time, that are consistent for our needs. Policy No. 8 encourages an adequate transportation system and this better meets our needs, especially when it comes to larger vehicles, such as farm vehicles, etc. Staff recommends that the Planning Commission approve the request.
- Thomas commented that on the model table on the 1st page, and in the staff report, there is small writing in a notes section. Will we be doing that for the final table?
- Latta told her that we will have notes that go with the table. Those aren't finished, but they will be by the time it goes to Council.
- Thomas said she's ok with different streets; especially if it's not like it has to absolutely match this.
- Latta told her no, we aren't saying all the streets have to be like this. They are typical drawings. If new development comes in, we say ok, if you have these improvements, here's how much right-of-way you need. These are minimums. You have more flexibility in an existing environment. Generally, it will affect new development, which is a blank canvas.
- Chairperson Culver said that we didn't have this chart before. Once it was laid out, he felt it was a good deal. It was frustrating when they required our streets to be narrower, but the chart helped people understand our requirements.
- Kayner added that somebody always comes in, and short circuits what we are trying to do. Obviously on most of our streets, the width isn't consistent.
- Latta said as an example, they should look at 7th St, between Territorial and Diamond Hill Road. It's an arterial, but it was built to local standards. It's about 60' wide. There is a portion of yards along a lot of the homes along there that are part of that right-of-way. We can use that if we have too.
- Thomas said that we'd really get some unhappy people at that point.
- Latta agreed.

- Kayner was surprised that the state hasn't demanded it yet.
- Thomas said that she thought you could help that by limiting parking.
- Kayner said that he runs into that a lot. It really creates a mess for his trucks.
- Latta commented that the right-of-way is wider than most people need. Where the sidewalks are, there is about 7' behind it that is actually part of the City's right-of-way.
- Smid asked if people knew that.
- Latta told him some do. Others may not realize it.
- Kayner is still surprised that the state hasn't made us do that! It is a state recognized truck route.
- Bristol asked if we were going to leave the alleys comment blank.
- Latta told him its right to not have anything on it. We are looking for a consistent width for our alleys. Most are downtown, and most are 15' wide. We are doing some fact checking. This body is making a recommendation to council; where we will finalize that.
- Bristol asked if there will be numbers in there then.
- Latta told him yes, in travel or turn length and widths.

Chairperson Culver remarked that there were no members of the public here to make any rebuttals or ask questions. Therefore, he closed the public hearing at the hour of 7:30pm.

- **Bristol motioned to approve the City of Harrisburg's Zoning Test Amendment Request (LU 361). This motion is based on findings contained in the December 13, 2016 staff report, and on findings made during deliberations on the request. Kayner seconded the motion, and the Planning Commission voted unanimously to approve the motion to recommend the approval of the zoning text amendment to the City Council.**
- Chairperson Culver was excited to see better widths for our streets.
- Latta commented that based on what he's heard so far, he doesn't think we'll get push back from the state.

Others:

- Latta said that he was going to bring Zoning amendment changes for the R-1 zone to this meeting; but he wasn't able to get that done; there were a lot of other things that came up. He should have that at the January Planning Commission meeting. We are likely to have a land use application in January, and we will also have the fire district plans in the future. It will probably be March or April for theirs.
- Thomas said that they found out that we had a problem with the zoning for the new school sign
- Latta said yes; the school has a nice new sign, and a Conditional Use Permit (CUP) is required for that.
- Bristol asked if that was because it's illuminated.
- Thomas said it's in an R-2 zone, and somebody complained.

- Latta said that the zoning in a residential neighborhood doesn't allow an illuminated sign. A School is an allowed conditional use in that zone. One of the things it can accommodate is nuisance characteristics. He feels it's an integral component of the school, which allows it to be part of the CUP.
- Kayner asked how the City was able to put up their reader board without a CUP.
- Thomas wondered that too.
- Latta had talked to the state, and we had an existing sign on the highway. We told them that we were replacing the existing sign with a new one, which is similar in size. It's an electronic reader board and follows those standards. It's ok to have that on the highway. He noted that the Dollar General is now open.
- Thomas said that she felt like it was like a mini-Walmart, or a mini-Bi-Mart, without the hardware.
- Bristol asked if the Habitat for Humanity had brought any permits in yet.
- Latta told him that they haven't yet.
- Thomas said that there's a box there.
- Latta said that they haven't talked to us about a box yet.
- Kayner said that he recently had a conversation with the land bank that used to be here. They moved to Springfield and they aren't doing well there; they want to come back to Harrisburg.
- Chairperson Culver said that they were the original owners of this building.
- Latta had met with the doctor and dentist. They rent the Cedar Square building, which is being sold to the fire district.
- Thomas asked if the Fire District would be selling their lot on 6th St.
- Latta said he thought so.
- Thomas said that there is never anything going on during the weeks, only on weekends. She (The property renter) needs to make the improvements she's supposed to.
- Latta said that he talked to them again, and remarked to them that the Planning Commission gave them a year to finish that, which is up at the end of this month. They knew about that; and we will be looking at that again.
- Kayner asked if anyone was ever there?
- Thomas said that they are there most weekends, on Saturday, and Sunday. She doesn't see a lot of people there.
- Latta said that she obviously won't make improvements if she doesn't own the property, however, if she buys it, she will need a sidewalk, parking, and more screening. He also noted that the Planning Commission might be seeing another issue in the future, having to do with the Priceboro properties next to the park with fence issues. We are obligated, when dealing with surplus property, that when we are not selling to another public agency, that it has to go to the highest bidder. We might be selling a small amount of property on the backside of Priceboro Park in order to resolve fence issues with four homeowners there. We will have to annex the property first, and then do a lot line adjustment. It could be a problem if someone made an offer, that wasn't from the home owner. However, he learned that we can say nope, and pull it from the sale.
- Thomas asked how we would be notifying people.

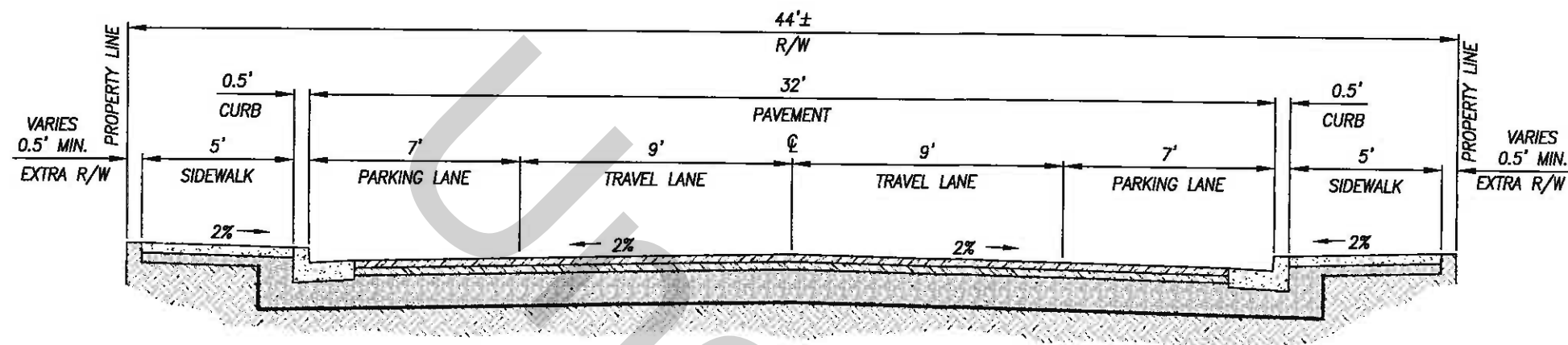
- Latta told her that we can notify the public in a couple of different ways. The state has minimum requirements to generally send notices to at least those properties that are 100' from the subject property. That's in addition to the paper notice. Those are required for comprehensive plan amendments.
- Thomas wondered if that had changed, because papers are not being taken by many people anymore.
- Latta told her yes, we are changing this. We will enter into a land use application process, which will send notice to everyone 100' from that property.
- Latta wished a Merry Christmas to everyone. This Friday is his last day before vacation, he will be returning on the 3rd. Michele Eldridge will be in charge during his absence.

The Planning Commission adjourned at the hour of 7:47pm.

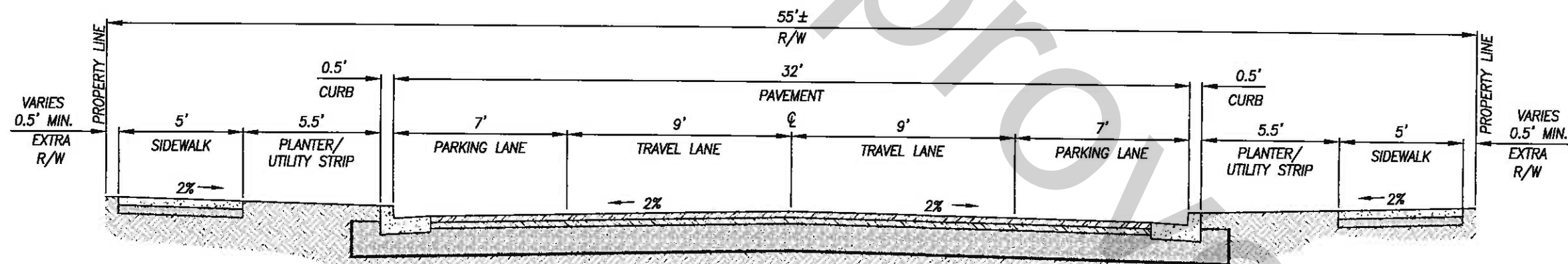
Planning Commission Chairperson

City Recorder

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**TYPICAL SECTION - NEIGHBORHOOD STREET
WITH ON-STREET PARKING**
(NOT TO SCALE)



**TYPICAL SECTION - NEIGHBORHOOD STREET
WITH PLANTER/UTILITY STRIP**
(NOT TO SCALE)

GENERAL NOTES:

- ALL DIMENSIONS ARE MINIMUM.
- ROAD BED STRUCTURE, CURB RETURNS, AND ADA ACCOMMODATIONS AT INTERSECTIONS SHALL ALL BE DESIGNED BY A PROFESSIONAL ENGINEER AS APPROVED BY THE CITY OF HARRISBURG.

PRELIMINARY
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**CITY OF HARRISBURG
TYPICAL STREET SECTIONS**

HARRISBURG, OREGON

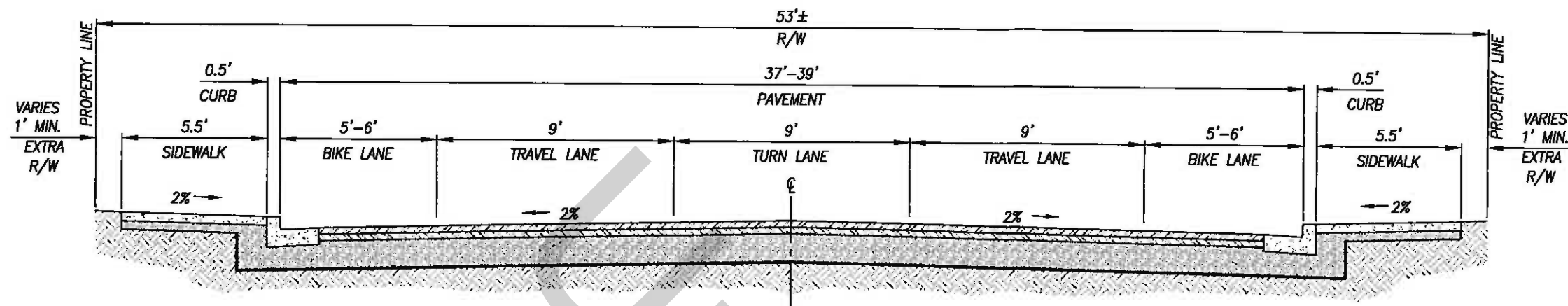
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date: OCT. 20, 2016
drawn by: ARS
designer: DG
project no: 16-0098

**TYPICAL
STREET
SECTIONS**

sheet:
1 OF 4

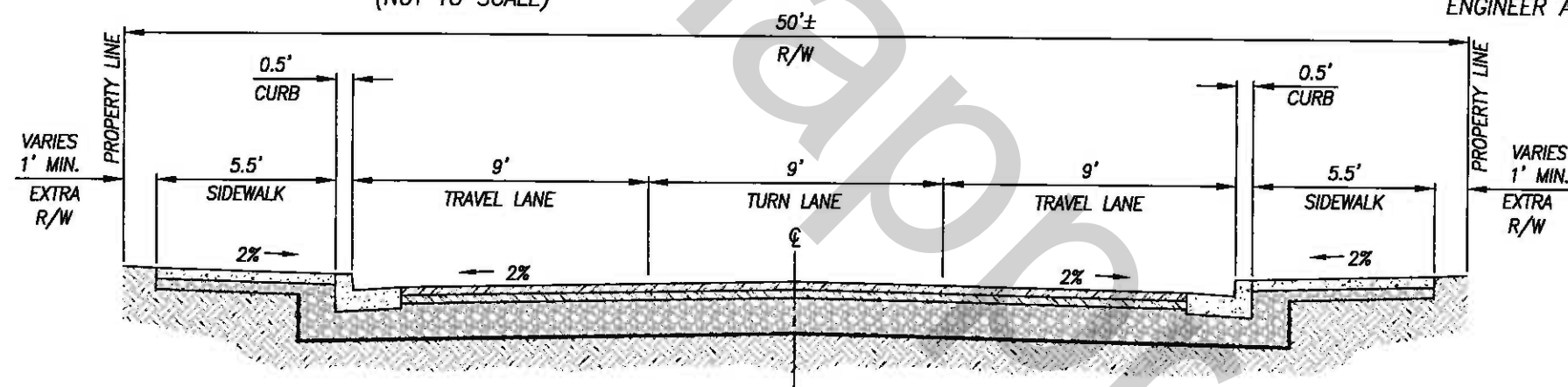
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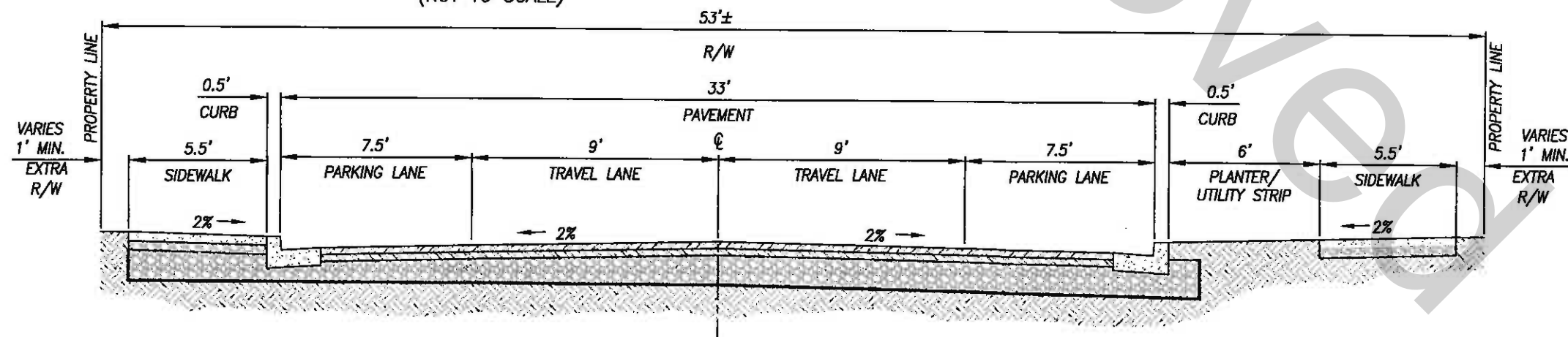
**TYPICAL SECTION – COLLECTOR
WITH BIKE LANES & TURN LANE**
(NOT TO SCALE)

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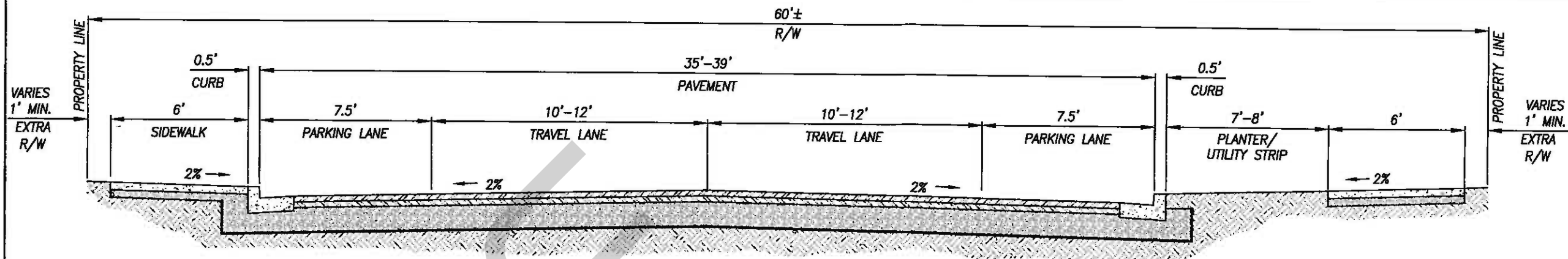
**TYPICAL SECTION - COLLECTOR
WITH TURN LANE**
(NOT TO SCALE)



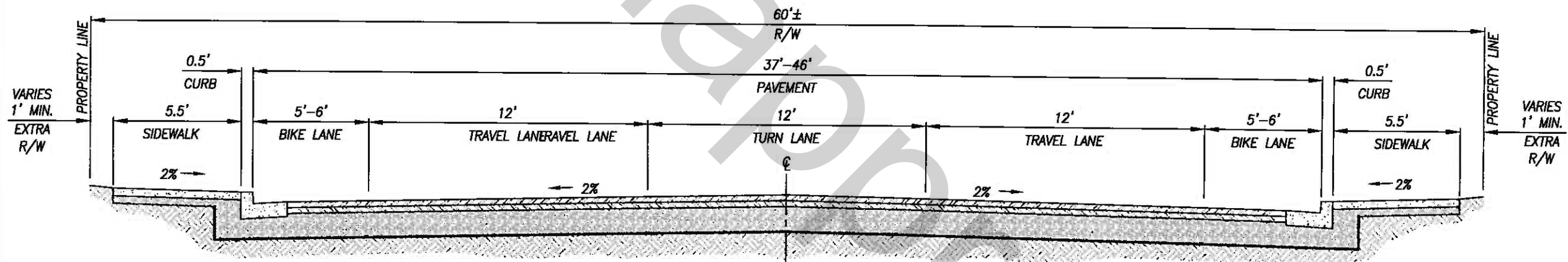
**TYPICAL SECTION - COLLECTOR
WITH PLANTER/UTILITY STRIP**
(NOT TO SCALE)

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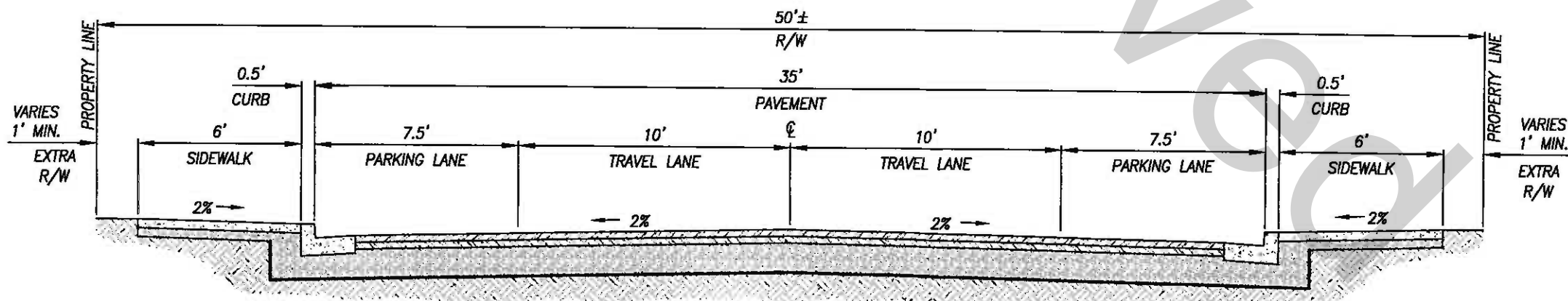
**TYPICAL SECTION - ARTERIAL
WITH PLANTER/UTILITY STRIP ONE SIDE**
(NOT TO SCALE)



**TYPICAL SECTION - ARTERIAL
WITH BIKE LANES & TURN LANE**
(NOT TO SCALE)

GENERAL NOTES:

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**TYPICAL SECTION - ARTERIAL
WITH ON-STREET PARKING**
(NOT TO SCALE)

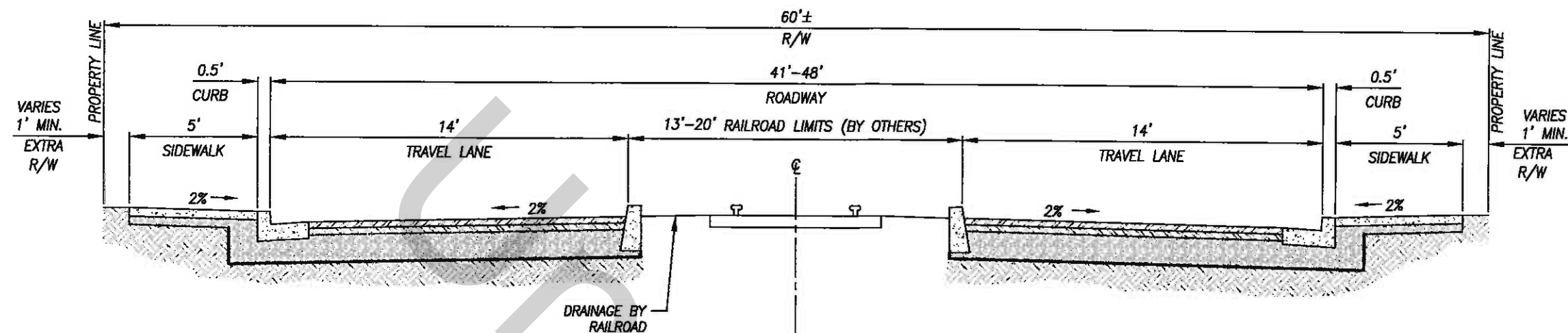
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revisions:

date: OCT. 20, 2016
drawn by: ARS
designer: DG
project no: 16-0098

**TYPICAL
STREET
SECTIONS**

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TYPICAL SECTION - TRANSIT CONFLICT

(NOT TO SCALE)

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CITY OF HARRISBURG TYPICAL STREET SECTIONS

HARRISBURG, OREGON

revisions:

date: OCT. 20, 2016
drawn by: ARS
designer: DG
project no: 16-0098

TYPICAL
STREET
SECTIONS

sheet:
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