

MINUTES

1 **1. CALL TO ORDER**

2 President John Swanson presiding, called the meeting to order at 7:01 p.m.

3
4 **2. ROLL CALL**

5 **Commissioners Present:** John Swanson, Rich Spofford, John Schulte, Mary Newell, Tory Banford,
6 Carol Kowash

7 **Not in Attendance:** Andy Groh

8 **Staff Present:** Chase Ballew, City Planner; Charlie Mitchell, Economic & Community Development
9 Director; Tom Gilson, Public Works Supervisor; Troy Skinner, Building Official; Benjamin Curry, Recorder

10
11 Mr. Swanson made an announcement that the public hearing for SUB 21-01 Creekside 3 Subdivision
12 Modification will be rescheduled to the January 9, 2024 agenda.

13
14 **3. APPROVAL OF MINUTES**

15 Mr. Swanson presented the minutes of the regular meeting of November 14, 2023. Mr. Banford made a motion
16 to approve the minutes as written. Mr. Schulte seconded the motion. The motion passed unanimously.

17
18 **4. PUBLIC COMMENT (3 minutes per person)**

19 There were none.

20
21 **5. PUBLIC HEARING – A TYPE IV**

22 **Conditional Use Permit #CUP-23-11 Dallas Community School – 636 Main Street**

23 Mr. Swanson opened the public hearing at 7:05 p.m. He introduced the agenda item, the rules for public
24 testimony, and the quasi-judicial proceedings to follow. No other ex-parte contact or conflicts of interest were
25 declared.

26
27 **STAFF REPORT**

28 Mr. Ballew read from the staff report and summarized the application and the criteria for approval. Staff
29 recommendation is that Conditional Use Permit CUP-23-11 be granted.

30
31 **APPLICANT PRESENTATION**

32 Marlene Gillis, President, Soderstrom Architects – 3708 NE 136th Place, Portland, OR 97230

33 The proposal is to expand the operation of the sister school across the street as they are running out of room.
34 The current education program has a very successful k-8 offering and has grown to need a high school
35 program as well. During the planning process, a feasibility study concluded that the property in question will
36 meet the needs of the school’s proposed use. To accommodate increased parking demand for faculty and
37 students, an additional lot was purchased to the Southeast which should adequately serve the anticipated
38 attendance level. Ms. Gillis concurred with the findings of the staff report and thanked city staff for their
39 work on this application. Mr. Swanson inquired about the ownership status of the property. Ms. Gillis
40 confirmed that the property is currently owned by Polk County and the school intends to purchase the
41 property.

42
43 **PUBLIC TESTIMONY**

44 **Samuel Owre - 392 SE Ironwood Avenue Dallas, OR 97338**

45 Mr. Owre shared that he is the property owner to the south of the previous Wells Fargo building and commended
46 the school for how they currently operate across the street, listing parking and traffic control as being very well
47 handled. He inquired about asphalt improvements and the impact on through traffic after parking is extended
48 to the Southeast. He and his wife Sarah Owre are in full support of the school.

49
50 **REBUTTAL**

51 Ms. Gillis said there are no plans to modify ingress or egress to the current driveway access and that any
52 conflicts could be resolved with a cooperative parking arrangement with the surrounding properties for shared

53 access during off hours. Ms. Kowash inquired about maintenance responsibility for the access way. City staff
54 identified the alleyway in question on a historical map and noted a portion that was vacated by the city in
55 1979 around when the first bank was constructed. Mr. Shetterly noted the city may want to consider vacating
56 the remaining section at a future date.
57 Mr. Swanson closed the Public Hearing at 7:29 p.m.
58

59 **DELIBERATIONS**

60 Mr. Banford expressed his support for improving a vacant property downtown and employing more young
61 people in the area who will spur economic growth among local businesses, however he acknowledged his
62 hesitation with taking commercial real estate off the tax rolls.
63 Ms. Newell made a motion to approve Conditional Use Permit #CUP-23-11 with conditions of approval as
64 written in the staff report, Ms. Kowash seconded the motion. The motion was passed unanimously with Mr.
65 Swanson, Mr. Spofford, Mr. Schulte, Ms. Newell, Mr. Banford, and Ms. Kowash voting in favor.
66

67 **PUBLIC HEARING - B**

68 **CPA#23-01 Clow Corner – Ken Perkins TYPE III (INITIATED BY APPLICANT)**

69 Mr. Swanson opened the public hearing at 7:32 p.m. He introduced the agenda item, the rules for public
70 testimony, and the Type III quasi-judicial proceedings to follow. No ex-parte contact or conflicts of interest
71 were declared.
72

73 **STAFF REPORT**

74 Mr. Ballew read from the staff report summarizing the application and the criteria for approval utilizing a
75 PowerPoint slide deck. Staff recommendation is that **CPA#23-01** be recommended to City Council for
76 approval. He noted that the office of Planning Official has the authority to expand the rezoning to include 498
77 Hankel Street in alignment with the orderly expansion of the City.
78 Ms. Newell asked if Ana Avenue is going to ultimately be the main residential access. Mr. Ballew replied that
79 no current development proposal has been presented to the city yet and that according to the goalpost rule, a
80 zone change would have to come first, but that it does look like the primary site access for the residential
81 portion would be Ana Avenue. Mr. Banford asked if medium density residential would help address the
82 housing needs deficit within the city. Mr. Ballew answered in the affirmative, referencing the current surplus
83 of industrial land and the 22 acre deficit of RM zoning.
84

85 **APPLICANT PRESENTATION**

86 Fred Evander, 746 SE Shelton, Dallas, Oregon 97338

87 Mr. Evander spoke on behalf of the applicant Ken Perkins. He stated that the submitted packet contains all the
88 information the applicant would like considered, noting that the proposal meets all 5 of the listed approval
89 criteria. He believes that the proposal is in the public interest of the city referencing the 168-acre surplus of
90 industrially zoned land and the need for more medium density residential within the city. He noted that Mr.
91 Perkins was present in the audience and had spoken with the surrounding residents in advance of this hearing.
92

93 **PUBLIC TESTIMONY**

94 **Nancy Tidwell - 1570 SE Ana Avenue Dallas, OR 97338**

95 Ms. Tidwell stated that she does not want her home to be surrounded by industrial property and she is in full
96 support of the proposed application.
97

98 **REBUTTAL**

99 No rebuttal was provided due to lack of opposing testimony.

100 Mr. Swanson closed the Public Hearing at 7:46 p.m.
101

102 **DELIBERATIONS**

103 Ms. Kowash is concerned about the future impact on traffic flow. Mr. Banford pointed out that a small
104 portion of residential in an industrial zone can render the industrial less valuable. He is also concerned about
105 losing industrial zoning on a major artery.

106 Mr. Schulte made a motion to recommend CPA#23-01 as written to City Council for approval. Ms. Newell
107 seconded the motion. The motion passed by split vote, with Mr. Spofford, Ms. Newell, Mr. Swanson, and Mr.
108 Schulte voting in favor and Mr. Banford voting against.
109
110

111 **6. RENT BURDENED COMMUNITY DISCUSSION**

112 Mr. Ballew introduced the topic and the framing of the discussion to include the causes, impacts, and barriers
113 to reducing rent burden within the city of Dallas. Mr. Swanson summarized the Planning Commission's
114 discussion from the prior year. The commission revisited land-use decisions in 2023 that were a step in the
115 right direction. Mr. Ballew reported on current applications in the pipeline that are tentatively planned for
116 future Planning Commission agendas that would increase the availability of housing. Commissioners
117 discussed the unique characteristics of small towns that limit the supply of housing, some of the factors that
118 price renters out of the market, as well as the role of tax policy within a community. They discussed the
119 capabilities and limitations of the commission in impacting the availability of affordable housing in the
120 broader decision-making apparatus of state and city government. Mr. Swanson requested that staff keep the
121 commission apprised of additional reporting on this issue and the progress being made. He suggested being
122 mindful of future developments that may help facilitate the addition of more affordable housing in the future.

124 **7. COMMISSIONER COMMENTS**


125 Mr. Swanson thanked the commissioners for the good work in 2023.

127 **8. STAFF COMMENTS**

128 Mr. Ballew provided an update on the Development Code Updates which will go before City Council for
129 final deliberations in January.

131 **9. ADJOURN**

132 Mr. Swanson adjourned the meeting at 8:09 p.m. Next meeting: January 9th, 2024, 7:00 p.m.

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135
136 **APPROVED:** 
137 _____
138 John Swanson, Planning Commission President

1-9-24

Date