

MINUTES
Warrenton City Commission
Regular Meeting – February 26, 2019
6:00 p.m.
Warrenton City Hall - Commission Chambers
225 S. Main
Warrenton, OR 97146

Mayor Balensifer called the meeting to order at 6:04 p.m., and led the public in the Pledge of Allegiance.

Commissioners Present: Mayor Henry Balensifer, Rick Newton, Tom Dyer, Pam Ackley, and Mark Baldwin

Staff Present: City Manager Linda Engbretson, Finance Director April Clark, Community Development Director Kevin Cronin, Building Official Bob Johnston, Police Chief Mathew Workman, Public Works Director Collin Stelzig, Public Works Operations Manager Kyle Sharpsteen, and City Recorder Dawne Shaw

CONSENT CALENDAR

- A. Commission Regular Meeting Minutes – 2.12.19
- B. Police Department Monthly Statistics – Jan 2019
- C. Fire Dept. Activity Report – Jan 2019
- D. Monthly Finance Report – Jan 2019

Brief discussion followed on consent calendar item clarifications, and delinquent marina accounts. City Recorder Dawne Shaw noted several corrections made to the 2.12.19 regular meeting minutes; there were no objections to the corrections.

Commissioner Baldwin made the motion to approve the consent calendar as amended. Motion was seconded and passed unanimously.

Baldwin – aye; Newton – aye; Ackley – aye; Dyer – aye; Balensifer – aye

COMMISSIONER REPORTS

Commissioner Newton stated he went to the Port of Astoria budget meeting, and noted he was impressed with the members selected for this board. He stated if the Port of Astoria goes under it affects Warrenton; the airport also affects Warrenton. He also noted he has been working with the Fire Department to help recruit 5 volunteers; he gave a brief update on the “brown building” on S. Main Ave.

Commissioner Dyer stated Ms. Brenda Hoxsey provided forms for the volunteers on the downtown cleanup task force. He gave a brief update, noting they have been working with citizens on cleanup. Mayor Balensifer thanked him for the progress.

Commissioner Ackley gave an update on RDI; noting there will be a postcard sent out to residents in downtown Hammond and Warrenton, to ask what they would like to see to revitalize the core areas. She noted the next meeting is March 6. City Manager Engbretson noted the new city logo and stated the City has ordered new letterhead; will use up what items are on hand; and order new as needed. Commissioner Ackley noted she would like to incorporate the new logo on the RDI postcard. Mayor Balensifer stated Justin Kobe will now be serving on the Parks Advisory Board, and he and Mrs. Kobe are interested in serving on the RDI committee as well.

Mayor Balensifer stated Oregon Solutions has completed their interviews with stakeholders, registered interested parties and large land owners; and will be submitting an application to the Governor's office to ask for some regional solutions designation on the wildlife issue.

PUBLIC COMMENT

Lisa Lamping spoke in favor of the Spur 104 zone change. She stated the Mayor has publicly discussed his position, noting he is right to be concerned, however the residents have paid for water and sewer improvements, and should see the benefits of their efforts. She stated she felt the zone change should go through, but not as a blank check.

Mike Balensifer spoke in regards to traffic concerns around the zone change; he noted he was concerned about the matter of Commercial Mixed Use (CMU) and urged the city to make some kind of mitigation for the problems at that dangerous intersection, before making a major zone change. He thanked the Commission for their time and accessibility.

Ken Yuill stated the issues noted by Mike Balensifer were addressed in the TSP. He noted he gave the Mayor a tour of the area. He said the statements about traffic on Spur 104 are not true; there is very little traffic most of the time. He suggested the media do an article on alternative ways to get around the area.

Mayor Balensifer noted an amendment to the agenda; to move item 7-E and 7-F to the beginning of the business items – before item 7-A; there were no objections.

BUSINESS ITEMS

Building Official Bob Johnston discussed an Intergovernmental Agreement (IGA) between the City and Clatsop County for reciprocal inspection and plan review services. He stated this agreement provides both the City and County backup when Building Officials/inspectors are on vacation, out of the office at training, or when either is in need of additional support. Commissioner Baldwin noted it is a great idea. Mr. Johnston explained the reciprocity and the benefits. Brief discussion continued.

Commissioner Ackley made the motion to authorize the Mayor's signature on the IGA between Clatsop County and the City of Warrenton for Building Inspection and Plan Review Services. Motion was seconded and passed unanimously.

Baldwin – aye; Newton – aye; Ackley – aye; Dyer – aye; Balensifer – aye

City Manager Linda Engbretson distributed a revised Exhibit B for the Building Permit Fees Resolution, and noted there were a few changes to better match the county's fees. She stated the county uses a different methodology, but they are now within pennies of what the county charges. Building Official Bob Johnston noted the process and adjustments, and stated these changes bring the City up to be more consistent with neighboring jurisdictions. Brief discussion followed on the increases. Mr. Johnston stated with the increased fees they would like to fund a new full time inspector in the next fiscal year. Discussion continued on a new group of inspectors graduating in July, and a good applicant pool. Mayor Balensifer noted staff shortage issues and the volume of work; he asked if there are plans to get Community Development Director Kevin Cronin some help as well. Ms. Engbretson stated she is in the process of budget crunching; and noted the Planning Department is a general fund department. Brief discussion continued.

Commissioner Ackley made the motion to adopt Resolution No. 2538, A Resolution Modifying Building Permit Fees. Motion was seconded and passed unanimously.

Baldwin – aye; Newton – aye; Ackley – aye; Dyer – aye; Balensifer – aye

Community Development Director Kevin Cronin gave an update on 826 NE 1st Street and stated he had good news; Ms. Secord has substantially cleaned up the property. She worked very hard, and there is only one vehicle left to be moved. He recommended postponing the declaration until the next meeting.

Commissioner Newton made the motion to table the nuisance determination at 826 NE 1st Street until the next meeting. Motion was seconded and passed unanimously.

Baldwin – aye; Newton – aye; Ackley – aye; Dyer – aye; Balensifer – aye

Community Development Director Kevin Cronin presented Ordinance No. 1229 for the first reading. He noted this has been discussed over the past few months, and the City Commission reviewed a draft ordinance at its February 12 meeting. Changes were made to address the comments made at that meeting, in particular the goals and objectives, as well as the other issues that were previously noted. Discussion followed on Section 8.28.060 Vacant Buildings, subsection L-7, Buildings Located in Commercial Areas – storefront window displays. Mayor Balensifer asked for the record about one specific house on S. Main, which has been a business but has gone to residential, is in the CMU zone and is for sale – will they be required to put something in the storefront windows? Mr. Cronin clarified that if it is not an active commercial store front, he does not see the point; however he noted that he does have other tools to address the other issues. Commissioner Dyer noted concerns about a potential “Big Brother” aspect in regards to Section 8.28.050 Property Maintenance Standards. Mayor Balensifer stated he would like to make sure it is clear and on the record, the point is to provide a standard to work towards, not to go around and look for nuisances. Discussion followed on mold/mildew standards in rentals, and testing requirements. Mr. Cronin noted this code amendment is directed to exterior matters. He stated he will research and see what other agencies are doing in regards to mold. Brief discussion continued.

Commissioner Newton made the motion to conduct the first reading of Ordinance No. 1229 by title only. Motion was seconded and passed unanimously.

Baldwin – aye Newton – aye; Ackley – aye; Dyer – aye; Balensifer – aye

Mayor Balensifer conducted the first reading of Ordinance No. 1229; *An Ordinance Amending City of Warrenton Municipal Code Section 8.16.120 and Adding a New Section 8.28 Property Maintenance, Vacant Building, Derelict Building, & Chronic Nuisances.*

Community Development Director Kevin Cronin discussed the Spur 104 Zone Change, noting the first reading was held at the February 12, 2019 City Commission meeting. He stated there no changes to the agenda summary. Commissioner Newton asked for clarification on the Planning Commission review and approval process; Mr. Cronin clarified. Commissioner Newton noted he was worried about what happens and he has to assume the Planning Commission has control over what develops there. Mayor Balensifer noted Commissioner Newton brings up a good point. The same process that is supposed to safeguard the city, made Wendy's an outright use, under 10,000 square feet, so it never made it to the Planning Commission for review; if it meets the criteria it gets put through. He noted his concern is that without any type of controls "one lot will develop this, one will develop that." He stated they have a responsibility to look at the mistakes of past and determine how we go from there. He stated he thinks a master plan or planned unit development is probably the only tool we have. Discussion continued.

Commissioner Baldwin said he feels the same way; and noted he is not opposed to it, but thinks there are a few things they need to discuss and come up with solutions to. He stated he would like to stop and hear more about it before the second reading. Mayor Balensifer noted the Commission doesn't hear Planning Commission decisions unless they are appealed or there is a legal requirement; the City Commissions' control is in the policy that sets the table for the decisions. Discussion continued. Mr. Cronin noted the development code needs to be updated to reflect minimum and maximum densities; he noted there will be a work session on the housing study where they can discuss what changes to the code can be done to increase housing opportunities. He noted Commercial Mixed Use (CMU) defaults to High Density Residential standards, and there is a minimum lot size for multi-family at 10,000 square feet, but you can still put in a duplex. He stated a master plan would allow the city to set a minimum density for new development. After further discussion Mayor Balensifer stated he would be fine with the City or Urban Renewal Agency paying for the master plan, provided there is a time frame for it to be completed, and with cost limits. Mr. Cronin estimated the cost at \$75,000. Commissioner Ackley asked for clarification on development applications that are reviewed after a zone change; noting safety issues and traffic impacts are taken into consideration. Mr. Cronin confirmed. Commissioner Ackley stated the city needs housing and CMU includes housing. Discussion continued. Mr. Cronin discussed the master plan, noting the need to scope it. He said he is thinking about something that we can do in 60 days; a quick workshop to invite the public and hash it out; get it done as a team, instead of us versus them; a community process. Ms. Engbretson clarified that the city does have some control; the development team, what is currently under the development code and the TSP; the impacts are carefully looked at for all developments. Mayor Balensifer stated the policies that exist have holes in them, and that has been shown clearly in some developments over the last ten years; not staff's fault. It is the commission's job to set the policy; as a result some bad choices were made because of a lack of policy. Brief discussion followed. Mr. Cronin clarified the reason to do a master plan is to

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maximize the value of the land; the highest and best use, not to create some Disneyland. After further discussion consensus was to require a master plan to be completed within 90 days.

Commissioner Newton made the motion based on the Planning Commission record, public testimony, staff report and findings of fact, to conduct the second reading by title only of Ordinance No. 1228 approving application DCA 18-2 to rezone multiple properties along Spur 104 from R-10 Intermediate Residential to CMU Commercial Mixed Use; with the condition to require a Master Plan to be developed within 90 days prior to any development. Motion was seconded.

Mayor Balensifer asked about the industrial property not included in the motion. Mr. Cronin stated it was not included as it is only one small piece. Mayor Balensifer stated he would like to include it. Ms. Engbretson also noted for clarity that the City or the Urban Renewal is paying for the cost of the master plan.

Commissioner Newton moved to amend the motion to include the General Industrial Zone within the Spur 104 development to also be rezoned to Commercial Mixed Use, and for the City or the Urban Renewal Agency to pay for the Master Plan. Motion was seconded and passed unanimously.

Baldwin – aye Newton – aye; Ackley – aye; Dyer – aye; Balensifer – aye

Mayor Balensifer conducted the second reading of Ordinance No. 1228, by title only; *An Ordinance Amending City of Warrenton Zoning Map to Reclassify the Zoning of Multiple Properties Along Spur 104 from R10 Intermediate Density Residential and I-1 General Industrial to CMU Commercial Mixed Use, With the Condition that a Master Plan is Developed within 90 Days, and the Master Plan is to be funded by Public Funds.*

Community Development Director Kevin Cronin stated the city received an unsolicited offer to purchase city owned property adjacent to 295 SE Galena Avenue. Carrie Dorning, who resides next to the subject property, would like to preserve it as open space. Mr. Cronin said there are no apparent plans for the property, is not listed in any parks inventory, and is compromised by the presence of wetlands. The property was deeded for open space and recreation to the City of Warrenton from David E. Palmberg in 1982, with a deed restriction that lasted until 1990. Ms. Engbretson clarified that there is a public process that has to happen – they are looking for direction to add it to the list of property appraisals. Brief discussion continued.

Commissioner Newton made the motion to direct staff to conduct an appraisal of the property adjacent to 295 SE Galena, and present a proposal at a future City Commission meeting. Motion was seconded and passed unanimously.

Baldwin – aye; Newton – aye; Ackley – aye; Dyer – aye; Balensifer – aye

Public Works Operations Manager Kyle Sharpsteen presented a contract for backup generators for pump stations. He stated the city has a program of adding backup onsite power for sanitary pump stations. For the current fiscal year, the city budgeted to obtain generators with automatic transfer switches (ATS) for two pump stations – 205 Hwy 104 (Skipanon Bridge) and 1696 SE

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19th Street (OYA). He noted additionally, 1749 SE Ensign (Walmart) currently has a generator but only a manual transfer switch. There are sufficient funds in the current budget to also obtain an automatic switch for this location. He said installing these units will give the city a continuous chain of stations from North Coast Business Park all the way to the treatment plant with automatic switching backup power. Brief discussion continued.

Commissioner Ackley made the motion to allow Public Works to enter into a contract with Cummins, Inc., for the amount of \$68,820.74, to obtain backup generators with ATS for the 205 Highway 104, and 1696 SE 19th Street sanitary pump stations, and an ATS for the 1749 SE Ensign sanitary pump station. Motion was seconded and passed unanimously.

Baldwin – aye; Newton – aye; Ackley – aye; Dyer – aye; Balensifer – aye

DISCUSSION ITEMS

Ms. Engbretson stated there will be a work session on March 12 at 5:15 p.m. for the Capacity and I&I discussion item.

GOOD OF THE ORDER

Commissioner Ackley commented on the county housing study, noting she disagrees in a few places; she noted the big development happening in Seaside; and discussed available homes in Warrenton, noting that the supply does not meet the demand. She stated the biggest issue is affordable housing and noted the need to look at a community land trust to solve that issue.

Commissioner Dyer stated his group is making progress with the beautification of downtown; they are looking at couple other properties to clean up.

Commissioner Newton stated he is looking into a sign for in front of the library; he noted the traffic concerns on Second Street, and a thank you letter will be forthcoming. He briefly discussed the passage of House Bill 608; and rent increases. Brief discussion followed on the “brown building” on S. Main.

Mayor Balensifer stated beyond a community land trust, some things we can do more immediately is require smaller denser lots to encourage denser, more affordable housing. He noted there is currently no policy that moves towards affordable housing. Ms. Engbretson said Mr. Cronin is looking into scheduling a joint work session on the City’s housing needs assessment. Discussion continued.

At 8:13 p.m., Mayor Balensifer announced they will now meet in executive session under the authority of ORS 192.660(2)(h); to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

At 8:30 p.m. Mayor Balensifer reconvened the regular meeting.

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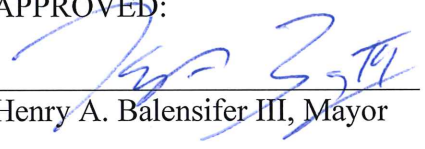
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Commissioner Newton made the motion to appoint Tommy Smith to the Planning Commission. Motion was seconded and passed unanimously.

Baldwin – aye; Newton – aye; Ackley – aye; Dyer – aye; Balensifer – aye

There being no further business, Mayor Balensifer adjourned the regular meeting at 8:31 p.m.

APPROVED:


Henry A. Balensifer III, Mayor

ATTEST:


Dawne Shaw, City Recorder