



PLANNING AND ZONING COMMISSION AGENDA

**Regular Meeting
Tuesday, January 8, 2013
7:00 p.m.
City Hall - Council Chamber
Daniel P. Moore Community Center Complex
1900 Billy G. Webb Drive
Portland, Texas**

1. **CALL TO ORDER:** CHAIRPERSON WORST
2. **MINUTES:** THE PLANNING AND ZONING COMMISSION WILL CONSIDER APPROVING THE MINUTES OF ITS AUGUST 14, 2012 REGULAR MEETING AND DECEMBER 18, 2012 JOINT PUBLIC HEARING WITH THE CITY COUNCIL - CHAIRPERSON WORST
3. **COMPREHENSIVE PLAN AND UNIFIED DEVELOPMENT ORDINANCE UPDATE:** THE PLANNING AND ZONING COMMISSION WILL CONSIDER APPROVING A RECOMMENDATION TO THE CITY COUNCIL CONCERNING THE COMPREHENSIVE PLAN AND UNIFIED DEVELOPMENT ORDINANCE UPDATE - DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT

A JOINT CITY COUNCIL-PLANNING AND ZONING COMMISSION PUBLIC HEARING CONCERNING THE COMPREHENSIVE PLAN AND UNIFIED DEVELOPMENT ORDINANCE UPDATE WAS CONDUCTED ON DECEMBER 18, 2012 IN COMPLIANCE WITH APPLICABLE LAW
4. **SUBDIVISION PRELIMINARY PLAT:** THE PLANNING AND ZONING COMMISSION WILL CONSIDER THE PRELIMINARY PLAT OF NORTHSORE UNIT 6C - DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT
5. **DEVELOPMENT UPDATE:** THE PLANNING AND ZONING COMMISSION WILL DISCUSS A MULTITUDE OF DEVELOPMENT ACTIVITIES, PROJECTS AND RELATED ISSUES FOLLOWING A STAFF

UPDATE - CITY MANAGER AS WELL AS DIRECTOR OF PUBLIC WORKS
AND DEVELOPMENT

6. **ADJOURNMENT:** CHAIRPERSON WORST

RULES OF PARTICIPATION FOR ATTENDEES

- a. Persons who wish to speak must fill out and turn in a speaker card before the meeting is convened (The Chairperson will notify you when it's your turn speak and direct you to the podium).
- b. Persons who wish to speak must identify themselves and their places of residence.
- c. All comments, requests and proposals must be presented to or through the Chairperson.
- d. Persons who wish to speak will be given 4 minutes to do so. The Chairperson may permit persons to speak more than once if he/she believes doing so will improve the planning process and facilitate deliberation.

NOTICE OF ASSISTANCE

If you plan to attend this public meeting and you have a disability that requires special arrangements to be made, please contact City Secretary Annette Hall at 361-777-4513 or annette.hall@portlandtx.com in advance of the meeting. Reasonable accommodations will be made to facilitate your participation. The City Hall is wheelchair accessible and specially marked parking spaces are located in front of its entrance. Special seating will be provided in the Council Chambers during the meeting.

BRAILLE IS NOT AVAILABLE

Posted: January 4, 2013 by 5 p.m.
City Hall

By: 
Annette Hall
City Secretary

MINUTES

PLANNING AND ZONING COMMISSION

August 14, 2012 REGULAR MEETING

The Planning and Zoning Commission conducted a August 14, 2012 Regular Meeting in the Council Chambers of City Hall (1900 Billy G. Webb) that began at 7:00 p.m. It did so in compliance with requirements of the Texas Open Meetings Act, City of Portland City Charter and Unified Development Ordinance. The following persons were in attendance:

MEMBERS PRESENT

David Worst (Chairman)
Pete Stricker
Marcus Naiser
Coco Wendland
Craig Forsythe
John Rooney
Theresa Nix

STAFF PRESENT

Randy Wright (Assistant City Manager)
Brian DeLatte (Director of Public Works and Development)
Michel Weaver (Assistant to the City Manager)

OTHERS PRESENT

Clark Smith (Base Line Data, Inc.)

1. **CALL TO ORDER:** CHAIRMAN DAVID WORST

Chairman Worst called the meeting to order at 7:00 p.m.

2. **MINUTES:** CONSIDERATION WILL BE GIVEN TO THE MINUTES OF THE JULY 10, 2012 REGULAR MEETING.

Mr. Naiser made a motion to accept the minutes of the July 10, 2012 Regular Meeting. Mrs. Wendland seconded the motion and the Commission voted to accept the minutes.

The motion passed (6-0) with Theresa Nix abstaining.

3. **PUBLIC HEARING - REQUEST TO AMEND SPECIAL USE PERMIT NO. 750:** THE PLANNING AND ZONING COMMISSION WILL CONDUCT A PUBLIC HEARING TO SOLICIT COMMENTS FROM CITIZENS AND OTHER INTERESTED PARTIES CONCERNING A REQUEST FROM BASE LINE DATA, INC. TO AMEND SPECIAL USE PERMIT NO. 750 (ENACTED IN ORDINANCE ON DECEMBER 2, 1986) WHICH GOVERNS THE DEVELOPMENT AND USE OF ITS PROPERTY/FACILITY AT 206 LANG ROAD - CHAIRPERSON WORST, DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT AS WELL AS A REPRESENTATIVE OF BASE LINE DATA, INC.

Chairman David Worst called the Public Hearing at 7:01 p.m.

Brian DeLatte, Director of Public Works and Development, presented the Commission the following request:

A Special Use Permit (SUP) application was submitted to the City of Portland on July 17, 2012, to amend the following Special Use Permit:

<u>Property Location:</u>	206 Lang Road
<u>Legal Description:</u>	2.0 Acres out of Section Q of George H. Paul Subdivision of the Coleman Fulton Pasture Company's Lands
<u>Applicant:</u>	Clark Smith, Authorized Agent for Base Line Data, Inc.
<u>Current SUP:</u>	Ordinance 750, 12/2/86

Reason for SUP Request

The City of Portland was notified on May 14, 2012, that Base Line Data, Inc. (BLD) had constructed a sixty (60) foot tall telecommunications tower on its property at 206 Lang Road to replace an existing sixty-five (65) foot tall antenna. This construction was not permitted and appeared to be in violation of City of Portland Code of Ordinances Section 4-1. On May 16, the City requested that BLD remove the tower or submit the appropriate permit application for review. BLD submitted the permit application on May 29, which was subsequently denied for not complying with Section 4-1. During the review of the permit application, it became apparent to City staff that BLD was in violation of its existing SUP in regards to use of the facility and location of the activities on site. BLD submitted the SUP application in an effort to bring the current activities on site into compliance with zoning regulations.

Existing Special Use Permit

Ordinance 750 was passed on December 2, 1986, changing the use of the property to operate under the following conditions:

- Use is restricted to indoor education, recreation, and leisure activities in the "new metal building"
- Hours of operation shall be no later than 10:30 p.m. Sunday through Thursday and 1:00 a.m. Friday and Saturday for activities attended by adults and 12:00 p.m. [sic] Friday and Saturday for activities attended by person under 18 years of age not accompanied by a parent or guardian.

Current Activities on Site

In reviewing the tower permit application, a few activities on site are not in conformance with the above-referenced SUP conditions:

- BLD operates corporate offices and production headquarters in the facility. This use would have been out of compliance since BLD's purchase of the facility in January 1996.
- The location of activities on the site are both indoor and outdoor. An outdoor lab had been constructed for training purposes and is in direct conflict with requirements that all use is restricted to indoors in the new metal building.

Application

BLD is requesting the following modifications to the SUP:

- The use of the site be changed to “Multi-use, Education/Career Center, Corporate/Operations Office”
- The tower be an allowed use on the site

BLD has provided documentation and a narrative requesting approval of a modified SUP.

Special Use Approval Criteria

Section 310 of the Unified Development Ordinance (UDO) outlines the following criteria for which the Planning and Zoning Commission and City Council shall base approval. BLD has provided a response for each criterion:

1. *Impacts Minimized.* Whether and the extent to which the site plan minimizes adverse effects, including adverse visual impacts, on adjacent properties.

BLD Response: “Base Line Data, Inc (BLD) does not currently nor anticipates adverse impact to the surrounding properties. The planned removal of the existing guided antenna and transfer of service to the subject newly placed structure will be a marked improvement to the aesthetics and general appearance of the Property. The subject new antenna is not as tall, self-supported and its location at the rear of the building makes it less visible, much less obtrusive and inherently stronger as a replacement. Given current fencing, adjacent property orientation and facility structures, BLD does not believe there is currently or will be any adverse visual impact to adjacent properties.”

Staff Comment: In its written application, BLD focused on the impacts minimized by the tower construction and did not summarize any efforts to minimize impacts of the proposed change in use. In additional discussions, staff notified BLD that conditions would be recommended to mitigate the impact from the change in use of the facility. Staff recommends additional screening and buffering than what is currently provided on site.

2. *Consistent with this Ordinance.* Whether and the extent to which the proposed special use would conflict with any portion of this Ordinance, including the applicable zoning district intent statement.

BLD Response: “The subject antenna is a lattice type. However, the antenna is a superior design to the structure it will replace. It is important to note that the new antenna is attached to the building by twice the recommended bracket support with a substantial, engineered concrete foundation. Furthermore, the proposed is not a free standing, large footprint, guided mast generally associated with significantly taller lattice structures as may be indicated by subjective interpretation of Code language.”

Staff Comment: The tower structure as constructed is in violation of Section 4-1. Proposed amendments to Section 4-1 would bring the tower as constructed into compliance. If Section 4-1 is amended, staff is supportive of this shorter tower replacing the existing antenna.

3. *Compatible with Surrounding Area.* Whether and the extent to which the proposed special use is compatible with existing and anticipated uses surrounding the subject land.

BLD Response: “BLD in relationship to other properties directly across Lang and the same 200 block to the east, is consistent with existing and combatable [sic] uses of surrounding land. It is important to make an emphatic point that all residential structures and neighborhood areas adjacent to the subject property are oriented away from the site with frontage on interior streets of their respective subdivisions, not Lang Rd.”

Staff Comment: This particular property is located directly across Lang from the AEP substation. Enforcing proposed conditions that limit the use, set the hours of operation, and provide screening and buffering would assist in ensuring compatibility with surrounding areas. Additionally, the usage of an existing outdoor public address system should be restricted.

4. *Traffic Circulation.* Whether and the extent to which the proposed special use is likely to result in extraordinarily prolonged or recurrent congestion of surrounding streets, especially minor residential streets.

BLD Response: "BLD neither currently or anticipates any unusual or higher level of traffic and associated recurrent congestion to surrounding streets and especially, minor residential streets."

Staff Comment: Since the application is attempting to "legalize" the existing use of the property, additional traffic is not anticipated. Staff does recommend conditions regarding internal circulation and improved emergency access.

Additionally, if the Planning and Zoning Commission determines that Conditions 10 or 11 are appropriate, it should be noted that the building's required parking is 82 spaces (20,500 sf @ 1:250). The existing site has 91 parking spaces, with an additional 45 spaces located in the BLD parking lot across Lang Road. Removal of 21 spaces along the Lang right-of-way will still allow BLD to maintain the parking count required by UDO Sec. 711.

5. *Effect on Natural Environment.* Whether and the extent to which the proposed special use would result in significant adverse impacts on the natural environment, including but not limited to water or air quality, noise, storm water management, wildlife, vegetation, wetlands and the practical functioning of the natural environment.

BLD Response: "BLD neither currently or anticipates any adverse impact to the environment, summarily. The outdoor petrochemical mock-up lab is NON-functional. Located on an otherwise unusable slab of a building lost to fire prior to subject property acquisition, the structures assembled are for training purposes only. There are not now, in the past or will ever be fluids, fuels, corrosives, gases, or conditions present within the lab that would be considered hazardous to the natural environment or pose a risk to the surrounding area."

Staff Comment: Staff is in general agreement, although a condition concerning light pollution is recommended.

6. *Community Need.* Whether and the extent to which the proposed special use addresses a demonstrated community need.

BLD Response: "BLD strongly believes that it operates as a good neighbor, adding significant value to the community by meeting the needs of the immediate and surrounding area. As a major local employer, recognized industry leader and innovative entity BLD routinely offers its facilities and resources to civic and other community groups. As an American Welding Society (AWS), American Petroleum Institute (API) and Texas Workforce Solutions (TWS) certified career training center, Base Line Data curriculum and course offering benefit the participants and the communities where they live and work."

Staff comment: Staff concurs.

7. *Development Patterns.* Whether and the extent to which the proposed special use would result in a logical and orderly pattern of urban development in the community.

BLD Response: "BLD believes that the proposed Special Use would result in a logical and orderly pattern of urban development in the community."

Staff comment: Staff concurs.

Conditions to the Special Use Permit

Staff recommends the following conditions to the Special Use Permit. The applicant has indicated general agreement with the imposition of Conditions 1 through 9:

1. The use of the facility shall be limited to business offices, operations support spaces and education and career center activities. Industrial or production activities are prohibited on the site. For the purposes of this special use permit, "industrial or production activity" is any activity that involves the use of attended or autonomous equipment, power tool or other device to cut, bend, bond, coat, melt, weld, perforate or fabricate metal, wood, or other construction material. The term does not include activities required to maintain the building and grounds.
2. Outdoor activities may only be conducted between the hours of 8:00 a.m. and 8:30 p.m. Indoor activities may be conducted between the hours of 7:00 a.m. and 12:00 midnight.
3. Outdoor activities on the property are limited to the mock petrochemical training lab. The training lab shall never utilize fluids, fuels, corrosives, gases, or create conditions that would be considered hazardous to the natural environment or pose a risk or nuisance to the surrounding area.
4. The mock petrochemical lab must be screened to prevent viewing from Lang Rd. with either a privacy fence or opaque vegetative screening not less than eight (8) feet tall. The screening shall be located immediately adjacent to the lab.
5. A minimum eight (8) foot tall privacy fence shall be erected and/or maintained on the north, east, and west property lines of the facility. For the purposes of this special use permit, the fence height shall be calculated from the higher of the adjacent parking spaces or the adjacent residential lot.
6. Outdoor public address systems shall only be used between 8:00 a.m. and 5:00 p.m.
7. Only one telecommunications tower, antenna, or structure conforming to City Ordinance Section 4-1 shall be allowed on site and shall be located as indicated on the attached site plan. In addition to any other requirements of Section 4-1, the tower shall not exceed sixty (60) feet in height and shall be secured to the building using appropriate structural connections to reduce the "fall radius." The existing roof-mounted sixty-five (65) foot antenna shall be removed.
8. All vehicles and trailers on site must park in appropriately marked spaces and a fire lane must be established and maintained on the site as approved by the Fire Marshal.
9. Exterior security or aesthetic lighting must be of a type and situated to prevent adjacent residences from receiving direct lighting.

Additionally, if the Planning and Zoning Commission finds that Conditions 1-9 do not adequately buffer the proposed use from the surrounding neighborhood, staff recommends that the Planning and Zoning Commission deliberate the following conditions for inclusion into the above list:

10. All “production” or “commercial” vehicles shall utilize the Base Line Data parking lot on the south side of Lang Rd.
11. The existing row of parking adjacent to Lang Road (21 spaces) that occupies City right-of-way shall be eliminated or shifted sufficiently to vacate the right-of-way and allow space for a landscape buffer as required by the City’s Unified Development Ordinance.

Ms. Kathy Glover of 1808 Portland Drive expressed concerns regarding outdoor training, trash blowing into her yard, and the exterior lighting nuisance.

Mr. Kent Rightmire of 1809 Portland Drive expressed concerns about safety issues and testing on-site and who monitors Base Line Data’s compliance.

Mr. Bill George of 1810 Portland Drive expressed concerns regarding excess noise pollution and trash blowing into his yard.

Mr. Clark Smith from Base Line Data discussed what types of activities occur at the facility, the parking area and the communications tower.

The Public Hearing was closed by Chairman David Worst at 7:33 p.m.

4. **REQUEST TO AMEND SPECIAL USE PERMIT NO. 750: THE PLANNING AND ZONING COMMISSION WILL CONSIDER A REQUEST FROM BASE LINE DATA, INC. TO AMEND SPECIAL USE PERMIT NO. 750 (ENACTED IN ORDINANCE ON DECEMBER 2, 1986) WHICH GOVERNS THE DEVELOPMENT AND USE OF ITS PROPERTY/FACILITY AT 206 LANG ROAD - DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT**

A motion was made by Mr. Marcus Naiser, and seconded by Mr. Stricker to recommend to City Council the amendment of Special Use Permit No. 750 with the following conditions:

1. The use of the facility shall be limited to business offices, operations support spaces and education and career center activities. Industrial or production activities are prohibited on the site. For the purposes of this special use permit, “industrial or production activity” is any activity that involves the use of attended or autonomous equipment, power tool or other device to cut, bend, bond, coat, melt, weld, perforate or fabricate metal, wood, or other construction material. The term does not include activities required to maintain the building and grounds.
2. Outdoor activities may only be conducted between the hours of 8:00 a.m. and 8:30 p.m. Indoor activities may be conducted between the hours of 7:00 a.m. and 12:00 midnight.
3. Outdoor activities on the property are limited to the mock petrochemical training lab. The training lab shall never utilize fluids, fuels, corrosives, gases, or create conditions that would be considered hazardous to the natural environment or pose a risk or nuisance to the surrounding area.
4. The mock petrochemical lab must be screened to prevent viewing from Lang Rd. with

either a privacy fence or opaque vegetative screening not less than eight (8) feet tall. The screening shall be located immediately adjacent to the lab.

5. A minimum eight (8) foot tall privacy fence shall be erected and/or maintained on the north, east, and west property lines of the facility. For the purposes of this special use permit, the fence height shall be calculated from the higher of the adjacent parking spaces or the adjacent residential lot.
6. Outdoor public address systems shall only be used between 8:00 a.m. and 5:00 p.m.
7. Only one telecommunications tower, antenna, or structure conforming to City Ordinance Section 4-1 shall be allowed on site and shall be located as indicated on the attached site plan. In addition to any other requirements of Section 4-1, the tower shall not exceed sixty (60) feet in height and shall be secured to the building using appropriate structural connections to reduce the "fall radius." The existing roof-mounted sixty-five (65) foot antenna shall be removed.
8. All vehicles and trailers on site must park in appropriately marked spaces and a fire lane must be established and maintained on the site as approved by the Fire Marshal.
9. Exterior security or aesthetic lighting must be of a type and situated to prevent adjacent residences from receiving direct lighting.
11. The existing row of parking adjacent to Lang Road (21 spaces) that occupies City right-of-way shall be eliminated or shifted sufficiently to vacate the right-of-way and allow space for a landscape buffer as required by the City's Unified Development Ordinance. *(Staff comment: Alternatively, this condition can be reduced to include only the 9 spaces occupying the right-of-way in front of the lab)*

The motion passed unanimously 7-0.

5. **ADJOURNMENT**: CHAIRMAN DAVID WORST

Chairman Worst adjourned the meeting at 7:50 p.m.

APPROVED:

David Worst, Chairman

ATTEST:

Brian DeLatte, P.E.
Director of Public Works and Development

MINUTES

PLANNING AND ZONING COMMISSION

December 18, 2012 REGULAR MEETING

The Planning and Zoning Commission conducted a December 18, 2012 Regular Meeting in the Council Chambers of City Hall (1900 Billy G. Webb) that began at 7:00 p.m. It did so in compliance with requirements of the Texas Open Meetings Act, City of Portland City Charter and Unified Development Ordinance. The following persons were in attendance:

MEMBERS PRESENT

David Worst (Chairman)
Pete Stricker
Marcus Naiser
Craig Forsythe
John Rooney
Theresa Nix

MEMBERS ABSENT

Coco Wendland

STAFF PRESENT

Mike Tanner (City Manager)
Randy Wright (Assistant City Manager)
Brian DeLatte (Director of Public Works and Development)
Michel Weaver (Assistant to the City Manager)

1. CALL TO ORDER:

The meeting was called to order at 7:00 p.m.

- 2. JOINT PUBLIC HEARING - REVISIONS TO THE COMPREHENSIVE PLAN AND UNIFIED DEVELOPMENT ORDINANCE: THE CITY COUNCIL WILL CONDUCT A JOINT PUBLIC HEARING WITH THE PLANNING AND ZONING COMMISSION TO SOLICIT COMMENTS FROM CITIZENS AND OTHER INTERESTED PARTIES CONCERNING REVISIONS TO THE COMPREHENSIVE PLAN AND UNIFIED DEVELOPMENT ORDINANCE - DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT AS WELL AS CONSULTING CITY PLANNER**

Director of Public Works and Development Brian DeLatte explained that this has been a yearlong process revising and updating the Comprehensive Plan and UDO. Mr. DeLatte said the next meetings will be a Planning and Zoning Commission Meeting on January 8, 2013 and two readings of an ordinance to adopt the Comprehensive Plan and UDO by the City Council on January 15, 2013 and February 5, 2013. Mr. DeLatte then introduced Dan Sefko who presented the following information:

Process Overview

- Kickoff meeting
- Goals and objectives
- Review revised Comp Plan document and receive comments
- Begin UDO update process and issue identification
- Review major changes of updated UDO and receive comments
- P&Z recommendation and City Council adoption
 - Comprehensive Plan and UDO
 - First of three readings

Comprehensive Plan Updates

Format

- Track changes
- One Word document
- Removed appendices
- Layout/design
- Photos
- Hyperlinks
- Updated maps

Baseline

- Demographic information
 - 2010 Census / 2005-2009 American Community Survey
 - 2010 population = 15,099*

Vision

- Updated specific “visions” for future growth based on comments from the first meeting (*page 37*)
- Updated goals and objectives based on comments from the second meeting (*pages 38-45*)

Thoroughfares

- Technical revisions
 - Intersection spacing for local roads, changed 300' to 125'
 - Lane width on secondary arterial 14' to 12', and parkway 15' to 17'
- Removed completed projects
 - Country Club Drive extension
- Added future projects
 - Proposed east-west connector between FM 2986 and US Hwy 181
- Added recommendation for Traffic Impact Analysis

Parks and Open Space

- Included a summary of the *Parks, Recreation, & Open Space Master Plan (2005-2015)*

Housing

- Updated map, no revisions

Public Facilities

- Existing facilities
 - New City Hall, Police Station, current Fire Station, and detail on water storage tanks
 - Updated map
- Future facilities
 - Included reference to the current study

Future Land Use

- Population projections
 - Short term: 0.78% (growth since 1980, and since 2010)
 - Long term: 1.25%
- Population capacity
 - Approximately 33,300 residents

Future Land Use

- Major future land use changes
 - Expanded industrial area
 - New mixed use area
 - Office/commercial split north of Buddy Ganem
 - Corner of Hwy 181 and Buddy Ganem

Community Image

- Added sample cross-section and pedestrian friendly guidelines
- Removed TND and focused on Mixed Use
- Added site design criteria for building materials and articulation
- Removed site design criteria for signage (per input received during goals/objectives)

Implementation

- Updated annexation data
- Added a new section for Top Priorities
 - Roadway improvements
 - East-west connection of FM 2986 and US Hwy 181
 - Widening of Akins Drive between Wildcat and Lang
 - Widening of Stark Road between Lang and Moore
 - Park improvements
 - Development regulations update
 - Economic development efforts

Unified Development Ordinance Updates

Complete Application

- Added new “Application Completeness and Expiration” section
- Replaces deleted text on p6
- Addresses zoning and subdivision

Vested Rights

- Added new “Vested Rights” section
- Determines whether UDO standards should be applied to a plan/application
- Addresses zoning and subdivision

Nonresidential Site Plans

- Added new “Site Plans for Nonresidential Uses” section
- Approved by City Staff, appeal to Board of Adjustment

Special Exceptions

- Added new “Special Exceptions” section

- Zoning regulations
- Similar to a variance, but:
 - Does not require a hardship
 - Must be specifically allowed in the ordinance

Subdivision Waivers

- Added new “Petition for Subdivision Waivers” section
- Subdivision regulations
- Relief for one particular standard
 - Hardship required
- Two types:
 - Major → P&Z recommendation, CC decision
 - Minor → City Staff

Minor

Permit required for a screening
fence/wall
Subdivision name requirements
Screening between nonres. and park
Maximum alley length
Right angles for side lot lines
Traffic impact analysis
Water lines extended to subdivision
borders
W/w lines extended to subdivision
borders Sidewalks

PUD and SUP Expiration

- Changed expiration of approval:
 - “Approval of an SUP Site Plan shall be void if a building permit is not issued and construction begun within two (2) years of the granting of the SUP.”
 - “Approval of any PUD site plan shall be void if construction has not begun within two (2) years from the time of approval of the final PUD (final plat).”

Utility Verification

- Added requirement for final plat
 - Must provide “utility verification letters showing that electric, cable, and other utility providers have reviewed the plat and take no exception.”

Maintenance Guarantees

- Portland’s current requirement:
 - One year maintenance bond for 100%
- Corpus Christi’s requirement:
 - One year performance bond for 100%
 - One year payment bond for 100%
- Portland’s proposed requirement:
 - One year performance bond for 100%
 - One year maintenance bond for 100%
 - ...“or similar instruments as approved by the City Engineer”

Permitted Use Table

- Notable Changes:
 - Multifamily Dwelling “*P*” in R-20
 - Two-Family Dwelling “*P*” in R-8D
 - Telecomm. Tower, Comm. “*SP*” in nonresidential districts
 - Telecomm. Tower, Gov. “*P*” in all districts
 - Wind Turbine prohibited in all districts

Street Design Standards

- Updated table to reflect recommendations from the Comprehensive Plan update

Parking Construction

- FNI provided engineering design standards
- Referenced by the UDO, but not included

Drainage

- Added residential lot-to-lot drainage provisions

SF Design Requirements

- 75% masonry materials required (on front and total)
 - Brick
 - Stone
 - Stucco
- No metal exteriors permitted

Nonres. Design Requirements

- Professional/commercial building with materials seen from street:
 - Removed wood
 - Added fiber cement siding
- Any façade seen from the street:
 - Wood shall not cover more than 25% 10%

Driveways

- Added table for driveway spacing

Landscaping

- New list of plants
 - Drought-tolerant and native species
 - Small trees
 - Canopy trees
 - Grasses
- Options for clustering landscaping
- Removed decorative masonry wall requirement

Definitions

- Country Club
 - “A private club with recreational facilities for its members and invited guests, including accessory uses and structures such as a club house, locker room, and pro shop.”
- Temporary or Itinerant Vendors
 - “...Entities who engage in a temporary or transient business in the City, either in one locality or in traveling from place to place selling goods, wares or merchandise... Does not include...selling fruits, vegetables, or other farm produce.”

Mr. Sefko stated that the Zoning Map is included as part of the Unified Development Ordinance (UDO) and will be readopted as part of the ordinance. The map has no changes and will be adopted “as is”.

Mayor Krebs and Chairman David Worst of the Planning and Zoning Commission opened the Public Hearing at 7:19 p.m. (*this was a Joint Public Hearing therefore both the Mayor and the Chairman of the Planning & Zoning Commission were required to call the hearing*) to solicit comment from citizens and other interested parties concerning the revisions to the Comprehensive Plan and Unified Development Ordinance.

Mayor Krebs asked if anyone in the audience would like to comment.

Daryl Genzer with NorthShore Country Club first thanked the City Council and Staff for all their hard work on updating and revising the Comprehensive Plan and the Unified Development Ordinance. Mr. Genzer did request the proposed definition of a Country Club to read as follows:

An establishment with recreational facilities for its members and invited guests, including accessory uses and structures such as a club house, locker room, pro shop, and golf course of at least 9 holes of regulation size.

The definition will be reviewed by the Planning and Zoning Commission with the revised Comprehensive Plan and Unified Development Ordinance on January 8, 2013.

There were no other comments and Mayor Krebs and Chairman Worst closed the Public Hearing at 7:25 pm.

3. ADJOURNMENT:

The meeting was adjourned at 7:32 p.m.

APPROVED:

David Worst, Chairman

ATTEST:

Brian DeLatte, P.E.
Director of Public Works and Development

REGULAR MEETING AGENDA BILL

AGENDA ITEM: **SUBDIVISION PRELIMINARY PLAT:** THE PLANNING AND ZONING COMMISSION WILL CONSIDER THE PRELIMINARY PLAT OF NORTSHORE UNIT 6C – DIRECTOR OF PUBLIC WORKS AND DEVELOPMENT

SUBMITTED BY: Brian DeLatte, Director of Public Works and Development

DATE: January 8, 2013

DATE SUBMITTED: January 3, 2013

ATTACHMENTS: Northshore Unit 6C Preliminary Plat

SUMMARY STATEMENT: A preliminary plat for Northshore Unit 6C was submitted on December 10, 2012 (Applicant: WC Cocke; Engineer: J. Schwarz & Associates, Inc.).

Location and General Description: Northshore Unit 6C is generally located west of Northshore Unit 6B, north of Mannar Estates, and on the north side of Northshore Blvd. The 9.184 acre tract is proposed to be subdivided into 40 lots, along with a 60 foot drainage easement. The tract is currently undeveloped.

Lot Layout and District Regulations: The zoning for the tract is R-7 Single Family. The preliminary plat proposes 40 lots generally exceeding the district's dimensional standards (60 foot minimum lot width, 25/5/15 front/side/rear setbacks, 6000 sf minimum lots).

Access: The proposed street designs generally comply with the Comprehensive Plan and Unified Development Ordinance Section 607. The pavement is a 30 foot back to back section centered in the 50 foot right of way. The intersection of Palmer and Northshore is appropriately situated with respect to the existing median and adjacent driveways on Northshore.

Utilities: Water service for this unit is proposed to loop from Northshore Blvd. to the existing stub on Palmer Drive. Fire hydrant spacing and alignments is acceptable to the Fire Department. Sanitary sewer service will connect into the existing manhole north of Northshore Unit 6B. This connection routing as shown will need to be refined during the final design phase to avoid the diagonal crossing of the proposed drainage ditch.

Drainage: The applicant has noted that the property lies within FEMA FIRM Zone "C". The minimum finished floor elevations of the lots are specified to be elevated above the adjacent flood elevations. Finished floor elevations will be based on adjacent curb elevations in conformance with City codes. The drainage ditch on the north side of the property is being dedicated as part of this subdivision to provide an easement for the Broadway/Northshore Boulevard Outfall System. Staff recommends the recordation of this easement as a condition of this preliminary plat approval.

Comments and Conclusion: This preliminary plat was reviewed by City staff and the City's Consulting Utilities Engineer and found to be in conformance with the Unified Development Ordinance and City of Portland regulations.

RECOMMENDATION: Adopt a motion that approves the preliminary plat of Northshore Unit 6C, subject to recordation of the adjacent drainage easements.

