



CITY OF ADAIR VILLAGE PLANNING COMMISSION AGENDA

City Hall: 6030 William R. Carr Avenue – Adair Village, Oregon

Wednesday, March 20, 2017– 6:00 PM

1. ROLL CALL and PLEDGE TO THE FLAG:

2. PRIOR MINUTES:

- a) February 20, 2017 PC Minutes (Attachment A) Pat Hare
Action: Approve

3. PUBLIC COMMENT: (Please limit comments to 3 minutes)

4. OLD BUSINESS:

- a) City Admin Report (Attachment B) Pat Hare
Action: Discussion

5. NEW BUSINESS:

- a) Review of UGB and Annexation Process Don Driscoll
Action: Discussion

6. ADJOURNMENT: Next meeting – Monday, April 17, 2017 @ 6:00 PM

The Community Center is accessible to person with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 72 hours before the meeting by calling City Offices at 541-745-5507 or e-mail "kedmaiston@adairvillage.org", or Oregon Relay Services by dialing 7-1-1. The City of Adair Village is an Equal Opportunity Employer. The order in which items on the Agenda are addressed by Planning Commission may vary from the order shown on the Agenda.

PLANNING COMMISSION MINUTES-Draft
6030 William R. Carr Avenue
 ****Monday, January 23, 2017 – 6:00 PM****

| Agenda Item | Action |
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| <p>1. Roll Call: Members present: Commissioners Ray, Officer and Chair Rowe were present. CA (City Administrator) Pat Hare was present. Utility Clerk Kathy Edmaiston recorded the meeting. Commissioner Robertson was absent.</p> | <p>Chair Rowe called the meeting to order at 6:00 PM and led the flag salute.</p> |
| <p>2. Prior Minutes: (Agenda Item 2a).</p> <ul style="list-style-type: none"> • November 16, 2016 PC Minutes (Attachment A). | <p>Commissioner Officer moved to approve the November 16, 2016 Minutes. Chair Rowe seconded. Unanimous Approval (3-0).</p> |
| <p>3. Public Comment: None.</p> | |
| <p>4. Attachment B - City Administrator Report (Agenda Item 4a). CA Hare presented the report.</p> <p>Major Projects/Engineering</p> <ul style="list-style-type: none"> • Water Tanks – The first foundation of one of the water tanks has been placed and the second is scheduled for the week of Jan. 23. The project is still scheduled to be completed by the end of March. • Wastewater/Leachate – The City will begin negotiations with Republic Services over the next several months. <p>Planning/Permits</p> <ul style="list-style-type: none"> • ServPro – Tim McGinnis is securing his funding. The project start date has been pushed back to late March, early April. • Tim Cornelius – Tim has been meeting with the State and the County to clarify the conservation easement and the wetlands. He is expecting to have his application into the Planning Commission in April. • CSME (Corvallis Society of Model Engineers) – The City has been working with CSME to come to an agreement on relocating them to one of the barracks buildings. • Property Across from City Hall – The Benton County Commissioners voted unanimously on January 17 to give the property to the City. The City has submitted its application to the Federal Government to receive the deed. • Downtown Square – The town square has been completed. | <p>The Commission received the report.</p> |
| <p>5. Attachment C – Introduction of Bret Ray to the Planning Commission (Agenda Item 5a). CA Hare introduced Bret Ray, a resident of Adair, as the newest member of the Planning Commission.</p> | |
| <p>6. Commissioner Comments:</p> <p>Chair Rowe – None. Commissioner Ray – None. Commissioner Officer – None.</p> | |

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| 10. Adjournment: Next meeting- To be decided. | Chair Rowe adjourned the meeting at 6:30 PM. |
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Chair's Approval

Date



CITY ADMINISTRATOR'S REPORT March 20, 2017 PC Meeting

Major Projects/Engineering

- **Water Tanks** –Both of the water tanks are almost complete and hospital hill is back online. The City's water pressure is back to normal pressure.
- **Wastewater/Leachate** – The City met with DEQ last week and they have minor edits to our facility plan. Once we get that signed off and an agreement with Republic Services we can begin design of a new facility.

Planning/Permits

- **Serve Pro** – Tim McGinnis will not be starting until mid to late summer. Tim said that he sold all of the wood and the property will be cleaned up soon.
- **Tim Cornelius** – Tim has been meeting with the State and the County to clarify the conservation easement and the wetlands. Tim is expecting to have his application into the planning commission in April or May. Benton County seems to be in favor of this type of project. We will need their support to move this forward.
- **CSME (Corvallis Society of Model Engineers)** – The City council reviewed the first draft of the relocation agreement with CSME. CSME is reviewing the application now we are hoping to have that in place by May.
- **Property Across from City Hall** –We have submitted our application to the Federal Government to receive the deed. Once the City has the deed we can begin the process of getting the property out of parks in perpetuity.
- **Barracks Building** – The City is looking into possibly taking out a loan to finish one of the buildings for the youth center/community center and for the model railroad.
- **SDC's** – The City has some SDC funds that we could potentially use for infrastructure outside of the barracks for road, sidewalk, water and wastewater improvements.