

Cornelius

Oregon's Family Town

CORNELIUS PLANNING COMMISSION

MEETING MINUTES

Tuesday, March 12, 2024

Location: 1355 N Barlow St., Cornelius, OR - Council Chambers.

Commissioners Present: Greg Vaughn, Jared Hartrampf, Vicky Cordell, Venkatesh Guda, and Chair Dave Waffle

Commissioners Absent: Nathan Braithwaite

Staff Present: Barbara Fryer, Community Development Director; Peter Brandom, City Manager.

Chair Waffle called the Planning Commission meeting to order at 7:02 PM

A. WELCOME

B. APPROVAL OF PLANNING COMMISSION MINUTES – February 27, 2024

A motion was made by **Commissioner Cordell** to approve the minutes from February 27, 2024, seconded by **Commissioner Hartrampf**. Motion passed 5-0.

C. NEW BUSINESS – None.

D. PUBLIC HEARING

Request: A Type III Site Design Review (DR-70-23) and Type III Conditional Use Permit (CUP-02-23) to redevelop a commercially zoned property and build a new three-story self-storage facility that will be 38.6-feet in height (3.6- feet taller than the height standard of the zone). The development will include a three-story 94,764-sf building for a U-Haul moving and storage facility. The new building will have 843 interior storage spaces of various sizes, a 2,483-sf showroom/retail area, a 1,460-sf Delivery & Receiving (D&R) area, a new parking lot, landscaping, a water quality facility, and new frontage improvements.

Applicant: Submitted by Shannon Marvin, MCP. [As seen on the agenda]
At the time of the meeting, Lance Blades.

Property Owner: Mary Delfs

Location: 2962 Baseline Street, Cornelius, OR 97113.

Map: Township 1 North, Range 3 West, Map 34 DD, Tax Lots #07700 and #07900.

Review Criteria: Chapter 18.10 & 18.15, Application and Review Procedures; Chapter 18.45, Highway Commercial Zoning (C-2): 18.100, Site Design Review; 18.105 Conditional Use Permit; 18.143 Transportation Facilities; Chapter 18.145, Off Street Parking and Loading; Chapter 18.155, Solar Access for New Development;

Chair Waffle read the opening statement and procedure for the public hearing.

Chair Waffle opened the hearing at 7:11 pm.

Chair Waffle requested that all Planning Commission members announce any potential conflict of interest, bias, *ex parte* contact, or if they had visited the site.

Commissioners Cordell, Vaughn, Hartrampf, Guda, and Chair Waffle had no conflicts, *ex parte* contact, or bias; Commissioners Cordell, Vaughn, Hartrampf, and Chair Waffle stated they were familiar with the sight.

Chair Waffle asked if any member of the audience wished to challenge the right for any commissioner to hear the matter before them for reason of conflict of interest, bias, or *ex parte* contact. There were no challenges.

Barbara Fryer, Community Development Director, presented and entered into the record the Staff Report dated February 20, 2024 and the Supplemental Staff Report issued on February 27, 2024. Fryer noted that the applicant changed from Shannon Marvin to Lance Blades. Fryer confirmed that all affected property owners and agencies were properly notified and explained that the virtual meeting platform changed to a Zoom Webinar. Fryer provided the facts and background regarding the site and proposed project, including all the recommended Conditions of Approval and public comments received, outlined in the staff report. Fryer stated that based on the facts and finding in the staff report and supplemental staff report, staff recommends approval of the Design Review application (DR-70-23) and Conditional Use Permit (CUP-02-23), with the Conditions of Approval as described in the staff report. Fryer offered to answer any questions.

Chair Waffle asked if any of the Commissioners had any specific questions for Staff at this time.

Commissioner Vaughn asked if the building height standard was due to fire truck height/reach.

Director Fryer answered that 35ft was traditionally the height of buildings in the city. Fryer noted that there are building now taller and 35ft is no longer the necessity of the height for fire protection equipment.

Chair Waffle added that the City plans to revisit the height standards when the development code is revised next. Waffle noted that through mutual aid from neighboring cities, Cornelius has access to taller fire safety apparatuses.

Commissioner Hartrampf asked who owns the billboard, and if it is owned by the applicant.

Director Fryer answered no. There is an agreement between the existing property owner and the user of the billboard, and the agreement sunsets with the sale of the property.

Commissioner Hartrampf asked about the trees behind the billboard and which property they are on.

Director Fryer answered that they are located on the neighboring property.

Chair Waffle asked the Applicant to speak.

Dan Flatten spoke for the applicant. Flatten shared a presentation with site design plans that include the proposed layout and colors. Flatten's presentation included changes made that address public comments and concerns, including roof variation, horizontal insulated metal panels, inclusion of earth tone colors, plant inclusion, and the inclusion of display windows and a green canopy to reflect the retail use. Flatten could not comment on the solar access concerns. Flatten thanked the participants, staff, and Commissioners.

Chair Waffle asked if there were questions for the applicant.

Commissioner Cordell asked if the khaki color is the same on the front of the building as the east side.

Flatten answered no, they are not quite the same color. He described the colors in more detail.

Chair Waffle thanked the applicants for the adjustment on the east elevation and asked how many employees the facility will have.

Flatten answered between 15 to 17 team members.

Chair Waffle asked what the functional reasons are for exceeding the height standard.

Flatten answered that based on the market research completed on the Cornelius community, the applicant needs to accomplish three stories of storage units. The extra 3.5 feet allows for a third floor of storage units. Flatten anticipates that in the near future the demand for the storage space will warrant a third floor.

Chair Waffle invited the audience to speak in favor of the proposal.

Ross Vanloo, 99 N 29th Ave, asked about the materials the building will be made of, expressing concern about the weight. Vanloo expressed concerns about the traffic conditions currently, and the impact the development will have. Vanloo explained the road is not designed for heavy equipment. Vanloo asked if the City had a count of how many cars go down 29th street in a day, noting that the street acts as an alternate route to get around the city away from Baseline.

Chair Waffle invited anyone in the audience to speak for or against the proposal. There were no further comments. Waffle invited the applicant to provide a rebuttal.

Flatten explained the audio quality is presenting a challenge and asked for clarification on the questions asked by Flatten.

Chair Waffle provided a brief summary of Vanloo's comments adding that a Geotechnical analysis is required by the Forest Grove Building Official.

Flatten answered the building includes a textured finish with stucco embossed finishes. It is a pre-engineered insulated metal panel building; they are the most energy efficient and structurally sound building the applicants have found. U-Haul considered sustainability practices and structural integrity in the design.

Chair Waffle asked if staff had any further comments.

Director Fryer explained that the City did receive a Geotechnical Report. Fryer noted that any building developed will meet the requirements of the Geotechnical Report; that is ensured at the building permit stage of development, when the applicants receive a grading permit. Fryer addressed any traffic concerns, noting that the City Engineer did not require a traffic study. 29th Street will be required to be upgraded as part of this development. That will include curb, gutter, sidewalk, and a half-street width. The road will be brought up to city standards in that regard and will sustain truck traffic. Fryer reiterated that the City has not counted cars or conducted a traffic study; it is not anticipated that numerous people will be at the site at one time. The City Engineer and ODOT did not determine the traffic impact to be significant enough to require a traffic study.

Chair Waffle closed the Public Hearing at 8:09 pm.

Chair Waffle asked staff if there were any suggested changings in the findings based on the Supplemental Staff Report.

Director Fryer answered there were not. The Supplemental Staff Report is part of the record, along with the original Staff Report, but there are no recommendations for changes to conditions of approval. Fryer noted that the Commissions can choose to include the cypress tree that the applicant suggested that they would like to plant on the east elevation, as a condition of approval, to ensure that it happens as they have noted. Discussion continued on how to include that condition in the motion.

Commissioner Cordell responded to the public comments from Loranger, addressing concerns about building color, view impediment caused by a three-story building, and sun impediment caused by the building height.

Chair Waffle shared appreciation for the thorough conversation about solar shading. Waffle responded to the public comments about building color.

Commissioner Hartrampf made a motion that the application for the Type III Site Design Review (DR-70-23) and Type III Conditional Use Permit (CUP-02-23) be approved based on the facts, findings and conclusions presented in the staff report and public testimony and evidence in this hearing with the minor changes based on the new proposed landscaping plan and the prior planned landscaping that was presented in the staff report. Motion seconded by **Commissioner Cordell**.

Motion passed 5-0.

E. PRESENTATION – None

F. OLD BUSINESS – None.

G. ANNOUNCEMENTS – Upcoming Planning Commission schedule and Project Update.

Director Fryer announced that the next Planning Commission will be on March 26th. Fryer explained the meeting will include the reviewing, as a Comprehensive Plan Amendment, the Economic Opportunities Analysis. Fryer discussed a Metro letter received by the City that will require action by the Commissioners at a later time. Fryer explained that the Planning Commission meeting in April will include a Work Session to discuss a large group of omnibus amendments. Fryer briefly explained a select few of the items included in the omnibus amendments. Fryer noted there may be one or two Land Use applications to go before the Planning Commission in May.

Chair Waffle updated the Commission on the status of the community visioning process and the Commissioners can expect to receive an invitation to a Town Hall meeting to discuss the Cornelius vision.

Director Fryer reported on the Metro 2024 grant to look at anti-gentrification and anti-displacement policies and strategies for the Cornelius City Town Center; that work will go on for approximately a year. The City has a Request for Proposals (RFP) published to rewrite the Cornelius Comprehensive Plan and Parks Master Plan for changes and updates.

H. ADJOURNMENT

Chair Waffle adjourned the meeting at 8:28 p.m.

April 23, 2026
Date Approved


Dave Waffle, Planning Commission Chair

