

CITY OF CLATSKANIE

Regular Meeting of the Clatskanie Planning Commission
City Council Chambers, 75 S. Nehalem St. (Clatskanie Cultural Center)
Wednesday, January 24th, 2024 @ 7:00 p.m.

1. Call meeting to order

2. Public Comment

3. Consent Agenda:

Minutes of the Dec.27th, 2023, regular meeting

Action:

4. Public Hearing

File 2024-01; Application for conditional use permit for a business at 315 E. Columbia River Hwy. Suite B, Tax Lot 7408-DC-00600. The purpose for the conditional use request is to allow a Nail Salon business.

Action:

5. Manager Items

6. Commission Items

7. Adjournment

CITY OF CLATSKANIE

Regular Meeting Minutes of the Clatskanie Planning Commission
City Council Chambers, 75 S. Nehalem St. (Clatskanie Cultural Center)
Wednesday, December 27th, 2023 @ 7:00 pm

Present: Shawn Lenderman, Chair; Kaley Garrett, Nikole Young, Victoria Dohr, Zeina Alumari

Staff: Greg Hinkelman, City Manager; Danielle Cook, Clerk

Chair Lenderman called the meeting to order at 7:00 pm.

Public Comment

There was none.

Consent Agenda

Action: **Young** made a motion to approve the November 15th, 2023, minutes. It was seconded by **Garrett**. Chair **Lenderman** called for a vote which passed unanimously 5-0.

Public Hearing

File 2023-10; Set back modification for 20 Conyers St. **Hinkelman** informed the commission that the action taken by the Planning Commission at its November 15th meeting was appealed to the City Council and thus reviewed by the City Attorney. The City Attorney discovered a significant contradiction in City code and said the file needs to be remanded back to the commission for a “re-do”. **Hinkelman** explained that for appeals, City code stated that an appeal will be heard at the next regularly scheduled City Council meeting. However, there has to be a 10-day notification as the appeal is quasi-judicial requiring the 10-day notice. This was not followed, thus the remand.

Young questioned the number of exits the townhomes will have. **Tim Green**, the applicant stated the building has two egresses, one in the front and the other, the back window, which is to building code. **Dohr** asked about sprinklers again. **Hinkelman** sprinklers were a recommendation, not a requirement. The builder chose a firewall option. **Lenderman** called for a motion.

A Motion was made by **Young** and seconded by **Alumari** to approve File 2023-10, set back modification. The vote was 5-0 to approve.

File 2023-11; Annexation and Zone Map Amendment for the Clatskanie Wastewater Treatment Plant and Adjacent property. **Hinkelman** outlined the desire of the City to annex both properties into city Limits. The City feels it should have one of its most important infrastructure facilities within City Limits, allowing us full oversight of the property. **Hinkelman** also stated that this was supposed to happen years ago, but it did not. Chair **Lenderman** Asked for any testimony. **Chris Lillich** testified about her concerns with the annexation and how it would affect the property of the storage facility business they own near the property. Ms. Lillich also questioned why this was happening and

that any building design review would be done for free by the county. **Hinkleman** addressed all of her concerns and questions.

A Motion was made by **Alumari** and seconded by **Young** to approve File 2023-11, a recommendation to the City Council to make a Zone Map amendment for the Clatskanie Wastewater Treatment plant & adjacent property to be annexed into City Limits. The vote was 5-0 to approve.

File 2023-12; Request for Conditional Use permit for Tax Lot 7408-CD-07400 located at 615 S. Nehalem St. **Hinkelman** outlined that the owners of the property, Kyle and Hallie Parker are wanting to have a third dwelling unit. The property in question has an existing house already and an additional dwelling is being built and this request makes the property a 3-unit dwelling and thus needs to come before the Planning Commission. **Hinkelman** stated that a development review process has already taken place and there are no issues with the PUD, Fire District, or city with setbacks and fire access.

Hallie **Parker** talked in detail about her visit with the Fire Chief and there were no concerns brought up and mentioned how to address the property.

A Motion was made by **Garrett** and seconded by **Young** to approve File 2023-12, Conditional use permit for a 3-dwelling unit. The vote was 5-0 to approve.

Manager Items:

Hinkelman updated the Commission on the Sewer Plant Project saying the cost of the plant has now risen substantially. It is now \$18 million for just phase 1.

Commissioner Items: None

The meeting was adjourned at 8:10 PM.



STAFF REPORT

To: Clatskanie Planning Commission

From: Keegan Gulick, City Planner

Date: January 12, 2024

Subject: Conditional Use approval for a nail salon in the C-1 zone. (CU 2024-01).

Background

REQUEST: The applicant is requesting Conditional Use approval to establish a nail salon at the property. This use is not listed and similar use determination is required.

APPLICANT: Darlene Honeycutt
315 E Columbia River Hwy
Clatskanie, OR 97016

OWNER: Same

LOCATION: 315 E Columbia River Hwy
Clatskanie, OR 97016
(7408-DC-00600)

ZONING: C-1 Commercial

**PUBLIC
HEARING:** January 24, 2024

EXHIBITS:

- Exhibit A Application Form and Legal Description
- Exhibit B Applicant Site Plan
- Exhibit C Area Map
- Exhibit D Hearing Notice

Summary

The applicant is requesting Conditional Use approval for a nail salon in the C-1 zoning district. The salon will take over the commercial space in Suite B at 315 E Columbia River Highway. Currently the property has a commercial structure with an art studio in one space and the other space is vacant. Behind the building, are storage units which are rented individually. A nail salon is not a listed use in the C-1 zone. However, the Planning Commission can approve uses that are similar to the allowed uses in the zone, if the proposed use is similar in nature to those uses. Staff finds the proposed nail salon use is similar in nature to other uses listed in the C-1 zone. Nail salons are a low intensity commercial use that will not see more traffic than a typical retail or professional office use. In addition, the proposal meets all other applicable standards of the Clatskanie zone. We are recommending that the Planning Commission approves the proposed Conditional Use application. The applicable code criteria and findings are described below.

Clatskanie Review Criteria, Procedures and Findings

Clatskanie Zoning Code

9-6B-5: Conditional Uses:

In a C-1 Zone, the following uses may be permitted, with conditions, by the Planning Commission in accordance with section 9-14-2 of this title, and after a public hearing:

Any other use determined by the Planning Commission to be similar in nature to the above uses, with any conditions deemed necessary to protect the public health, safety, and welfare. (Ord. 643, 3-1-2006; amd. Ord. 679, 4-6-2016)

FINDING: The applicant is proposing a nail salon which is not listed as a permitted or conditional use in the C-1 zone. The zoning code allows for the Planning Commission to approve an un-listed use if it is similar in nature to other uses allowed in the zone. The C-1 zone is a commercial zoning district that allows a broad range of commercial uses such as retail business, restaurants, and offices to automobile sales and marijuana dispensaries. The Neighborhood Commercial (NC) zone allows for beauty parlors which this use could be classified as, but the beauty parlor use is not listed in the C-1 zone. A beauty parlor is not listed in the C-1 zone but would be consistent with the other uses allowed in that zone and is similar in nature to other small-scale retail or professional office uses. The applicant is requesting Conditional Use approval from the Planning Commission. This standard is met.

9-6B-3: Standards:

For standards in the C-1 Zone, see section 9-10-1 of this title. (1996 Code § 17.40.020)

9-10-1: TABLE OF STANDARDS:

Land Use	Lot Area	Lot Width	Lot Depth	Lot Coverage	Front Setback	Side Setback	Rear Setback	Height of Buildings
C-1	None	None	None	None	20 ^h	5 ^{d,e}	None ^e	45 feet

FINDING: As demonstrated in the site plan (Exhibit B), the applicant is only proposing an internal remodel of the commercial space. No external changes to the structure or surrounding site are necessary or proposed. These standards do not apply.

9-5C-4: Parking Requirements:

For parking requirements in the C-1 zone, see chapter 11 of this title. (1996 Code § 17.28.040)

9-11-7: NUMBER OF PARKING AND LOADING SPACES REQUIRED:

E. Unspecified Uses: Any use not specifically listed shall provide the requirements deemed equivalent or appropriate by the planning commission.

FINDING: There are 11 parking spaces for this property. Since the use is not listed in the code, the Planning Commission can determine an equivalent or appropriate number of parking spaces to require for this use. A retail store requires 1 space per 400 square feet, which would require at least 5 parking spaces for the commercial structure. The existing business was built with 11 parking spaces, and this would be an appropriate amount to support the existing and proposed uses. This standard is met.

9-6B-5: Landscaping Requirements:

For landscaping requirements in the R-5 zone, see section 9-10-6 of this title. (1996 Code § 17.28.050)

9-10-6: LANDSCAPING REGULATIONS:

B. Minimum Landscaping: In each zone, the minimum amount of landscaping required shall be:

3. Commercially Zoned Properties: In the commercial zones, all sites built upon after the effective date hereof shall have not less than fifteen percent (15%) of the lot area landscaped.

FINDING: No change to the existing site landscaping is proposed. At least 15% of the site is still grass and landscaping. This standard is met.

9-14-2: Conditional Uses:

A. Permit Requirements: A conditional use permit shall be obtained for each use approved prior to development of the use. The permit shall stipulate any conditions or modifications imposed by the planning commission, in addition to these specifically set forth in this title. The conditions may be changed after the granting of the permit only by the mutual agreement of the city and the permit holder.

1. A permit may be suspended or revoked by the planning commission, following a quasi-judicial public hearing, if the conditions imposed are not satisfied. Notice of the hearing shall be provided as described in section 9-3-7 of this title. A suspended permit may be reinstated by the planning commission if it determines the conditions have been satisfied. A revoked permit may not be reinstated; a new application must be made to the planning commission.

2. The conditional use must be established within two (2) years of permit approval or the permit shall be declared null and void. Upon receipt of a request, the planning commission may extend a permit for one additional two (2) year period, if it finds that circumstances beyond the applicant's control have prevented action being taken to establish the use.

B. Criteria For Granting Conditional Use: A conditional use request may be approved if the planning commission finds that the use meets all of the following criteria:

1. The use is listed as a conditional use in the zone currently applied to the site.

FINDING: The applicant is proposing a nail salon, which is similar to the other uses allowed in the C-1 zone. Per section 9-6B-2, the Planning Commission can approve any other use similar in nature to the uses listed in the zone. Staff finds that this use is similar to the other uses permitted in this zone and would not create any conflicts with other uses on the property or nearby. This criterion is met.

2. The use meets the specific standards as listed in this section.

FINDING: As shown below, the use meets the applicable standards in this section. This criterion is met.

3. The proposed location is one that can be adequately served by public facilities, or the proposed use can be located in a manner that will not preclude the development of public facilities planned for the future.

FINDING: The new use will use the existing public utilities established on the site. This proposal will not preclude the development of future public facilities. This criterion is met.

4. The characteristics of the site are suitable for the proposed use considering the size, shape, location, topography, existence of improvements, and the natural features.

FINDING: The property is already developed with a commercial structure and storage units. The applicant is proposing to occupy the vacant commercial space.

5. *The proposed use will not create any hazardous conditions.*

FINDING: No hazardous conditions are created by the addition of a nail salon to the property. The proposal meets the required standards of the code and is similar to other uses allowed in this zoning district. There are no known environmental constraints or issues associated with this site. No home occupations or other non-residential uses are proposed with this application. This criterion is met.

Staff Recommendation

Based on the above report, the application meets all the required criteria and staff recommends that the Planning Commission approves the proposed Conditional Use (CU 2024-1).



City of Clatskanie
PO BOX 9
Clatskanie, OR 97016
Office: 503-728-2622 Fax: 503-728-3297

LAND USE APPLICATION

Land Use Application Check One:

- ☐ Non-Conforming Use ☐ Temporary Use/Housing ☐ Zone Change
☒ Conditional Use ☐ Special Review ☐ Other
☐ Conditional Use/Limited Home Business

Name of Applicant or Agent: Darlene Honeysett

Mailing Address: _____ City: Clatskanie State: OR Zip: 97016

Property Location: 315 E. Columbia River Hwy Total Acreage _____

Property Tax Account Number: 26145-1668-00441-327764

List other contiguous property under your ownership: D&D Storage

Present use of the property: Office

1. Proposed use, project time table and specific reason for the request: Feb 23, 2024

To build salmon trail

2. Present use of the property: office

3. Method of sewage disposal: City Sewer

4. Water Supply ☐ Well ☒ Community ☐ Other

5. Has the subsurface sewage department reviewed this request? ☐ Yes ☐ No

6. Total employees and/or occupants: Present 10 Proposed _____

7. Present zoning: C1 Proposed zoning: _____

I hereby certify that the statements contained in this application along with the documents submitted are in all respects true and correct to the best of my knowledge.

Date Dec 18, 2023 Signature Darlene Honeysett

FOR STAFF USE ONLY

Receipt No. _____

Hearing Date 1/24/24 12/29/23

Date Application Received _____

Filing Fee \$350

Received by DL

2024-001

City of Clatskanie
(503) 728 - 2622

12/29/2023 Receipt# 01238213

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Darlene Honeycutt

Total Amt Due: 350.00
Details: LandUs
Land Use Fees Condt
ional Use 2024-001 350.00

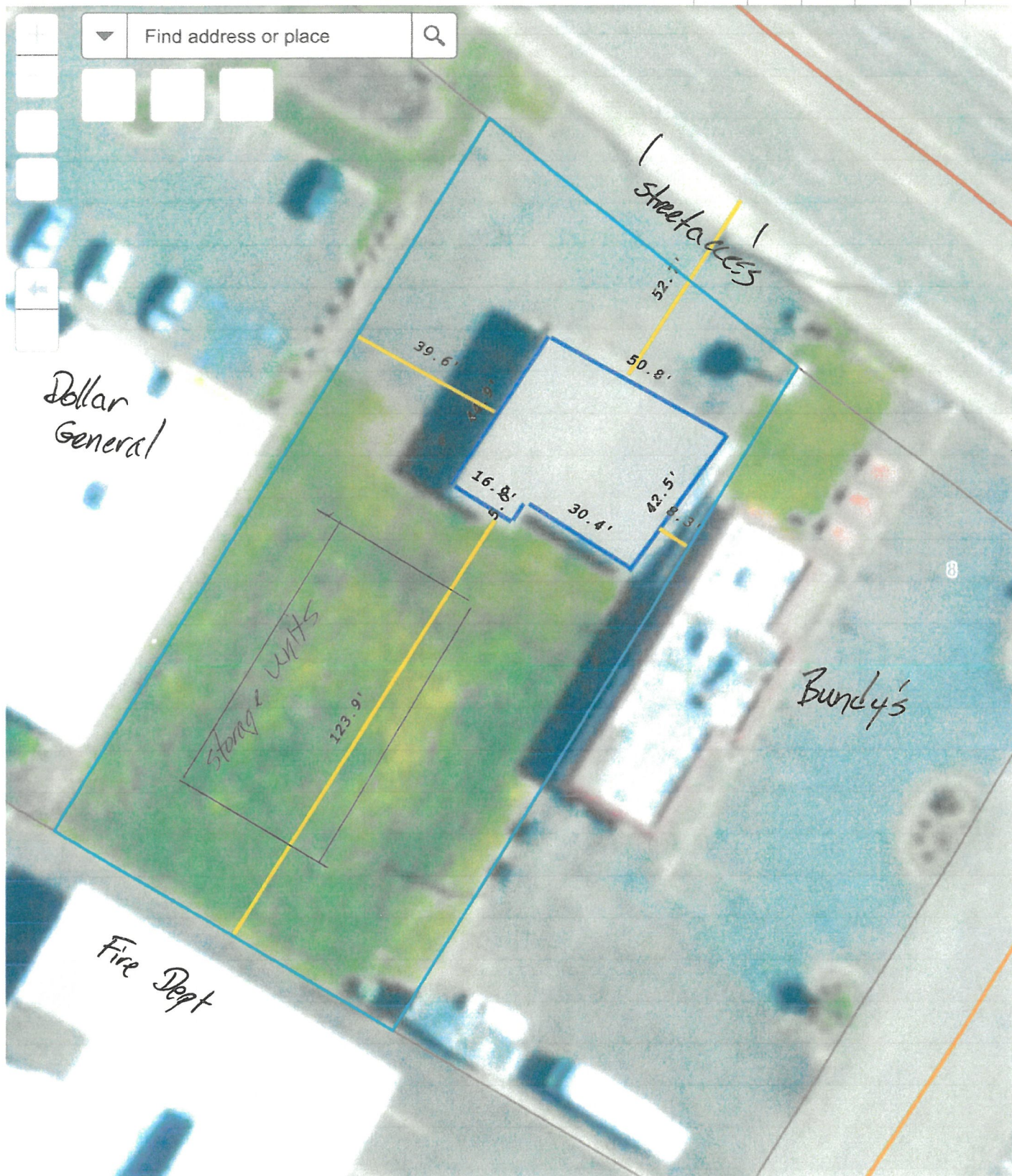
Cash Amt: 0.00
Check Amt: 0.00 Check#
Credit Card Amt: 350.00

Change Amt: 0.00

Cashier: DCook
Station: COC-PC24



Columbia County Web Map



1:400

Entrance

pedicure
chairs

reception

Bathroom

rest
room

storage

waxing
chair

washer
dryer
Break
Area



Columbia County Web Map



1:400



NOTICE OF PUBLIC HEARING

Before the Clatskanie Planning Commission

Date of Notice: January 4, 2024

File No.: 2024-01

TYPE: Conditional Use

NAME OF APPLICANT: Darlene Honeycutt

LOCATION OF PROPERTIES: 315 E. Columbia River Hwy

LOCATION OF HEARING: Clatskanie City Council Chambers
75 S Nehalem St.

HEARING TIME & DATE: January 24, 2024
7:00 p.m.

NOTICE: NOTICE: Owners of property within two hundred fifty feet (250') of the subject property and other interested parties are hereby notified that a public hearing will be held to review the request for a Conditional Use Permit for Tax Lot 7408-DC-00600, located at 315 E. Columbia River Hwy Suite B, Clatskanie, Oregon. The purpose for the conditional use request is to allow a Nail Salon business. City Code requires the land owner obtain a conditional use permit for a business that is not listed as a permitted use, but is similar in nature with any conditions deemed necessary to protect the public health, safety and welfare. The lot in is in C-1 zone.

APPROVAL AUTHORITY: Conditional Uses are subject to Section 9-14-2 of the Clatskanie Development Code, which grants the Planning Commission the authority to evaluate and consider approval of the request.

COMMENTS: Interested parties are invited to attend and offer either oral or written testimony. Failure to raise an issue either written or oral may affect your ability to appeal. All written comments should be submitted to the City by the close of business on Monday, January 29, 2024

PUBLIC INFORMATION: Application materials and the staff report will be available for inspection at City Hall at least (7) days prior to the hearing. For questions regarding this application, please contact Greg Hinkelman, City Manager at 503-728-2622.