



**SCIO PLANNING COMMISSION MEETING MINUTES**  
**WEDNESDAY, October 24, 2018**  
**7:00 PM**

**CALL TO ORDER:** Chairman Wooten called the regular meeting of the Scio Planning Commission to order at 7:02 p.m.

**COMMISSION MEMBERS PRESENT:** Commissioners Richard Androes, Beau Buganski, Ron Loewen, Dennis Thomas, Nicole Zedwick, and Cliff Wooten. Ron Loewen was excused. Dennis Thomas was absent.

**STAFF PRESENT:** Planning Consultant Dave Kinney.

**APPROVAL OF MINUTES:** The minutes of the September 26, 2018, 2018 meeting were reviewed.

*Commissioner Androes moved, Commissioner Buganski seconded, to approve the minutes of September 26, 2018 as presented. Motion passed 4/0.*

**INTRODUCTION OF CITIZENS IN ATTENDANCE:** Chair Cliff Wooten introduced the Planning Commission and invited audience members to introduce themselves. Priscilla Esplin and her sister Hillary \_\_\_\_\_ introduced themselves. Priscilla explained they own the mill building at the corner of N. Main Street and SE 1<sup>st</sup> Avenue and have recently purchased the vacant lot across Thomas Creek, which is just east of the Veteran's Memorial. She explained they plan to redevelop the mill building and may build on the vacant parcel. Mr. Wooten welcomed them to the meeting.

**CORRESPONDENCE:** None.

Mr. Kinney reported that flood plain management staff from the Oregon Department of Land Conservation and Development (DLCD) conducted a community visit to review the City's compliance with the National Flood Insurance Program requirements. The City staff reported the review of the city's flood management activities went well. DLCD staff recommended two changes to the way the City processes flood development permits:

1. *Elevation Certificate when the stem wall is completed.* DLCD staff recommends the City request the builder/property owner submit an elevation certificate when the foundation stem wall is completed. The NFIP regulations require submittal of an elevation certificate with the flood development permit application prior to construction to verify the base flood elevation (BFE) and at the completion of construction to verify the 1<sup>st</sup> habitable floor is 2' above the BFE. The additional elevation certificate is requested to ensure no mistakes are made and the 1<sup>st</sup> floor will be set at least 2' above the BFE.

2. *Vents.* DLCD staff explained vents must be located at or below the BFE to ensure flood waters can flow in/out of the subfloor area.

Commissioners Buganski and Zedwick acknowledged the additional elevation certificate requirement will avoid errors in setting the 1<sup>st</sup> habitable floor and enable a builder to make corrections if they are necessary.

### **REGULAR SESSION:**

**1. Comprehensive Plan Update – Transportation Chapter** – Mr. Kinney presented the second draft of Chapter 12 “Transportation” of the Scio Comprehensive Plan. Mr. Kinney reviewed the maps and tables included in the plan document including:

- a. Map-1: Functional classification
- b. Map-2: Roadway jurisdiction.
- c. Map-3: ODOT & Linn County Traffic Counts
- d. Tables 2 to 5: Average Daily Traffic Counts and Crash Data
- e. Map-4: Existing and Proposed Pedestrian Facilities
- f. Table 6: Safe Routes to Schools – Physical and Safety Barriers near local schools.
- g. Map-6: Priority Transportation System Improvements

Commissioner Buganski pointed out several existing sidewalk omissions on Map 4, near the fire department building and on Hwy 226. The Commission concurred with his suggestion to add these to the map.

Mr. Kinney reviewed the changes to the narrative. The updated draft has added information in the following sections:

- 12.2.3 Existing Road Network – new information on city streets and roads
- 12.2.4 Traffic Volumes and Crash Rates – updated data on Linn County roads
- 12.3.1 Bicycle Facilities – new information and recommendations from the Linn County Transportation System Plan to add wider shoulders and signage for visiting cyclists.
- 12.3.2 Pedestrian Facilities – new information and map on existing and proposed sidewalks facilities.
- 12.3.3 Safe Routes to School (SRTS) – updated information and table on physical barriers and hazards to students walking or cycling to school.

Mr. Kinney reviewed grant programs that may be available for street and SRTS projects. Nicole Zedwick stated that she believed the school district is pursuing a grant to install a flashing light on NW 1<sup>st</sup> Avenue near Centennial

Elementary School to improve crosswalk safety from the school to the playground/fields across the street. The Commission discussed the requirements for a future City/School District grant application for a Safe Routes to School project. The City and School District still need to complete an SRTS Action Plan and collect survey data on how students go to/come home from school.

The Planning Commission briefly reviewed the proposed Goals and Objectives which were sent out to the Commission members prior to the meeting. Mr. Kinney stated they are similar to the goals and objectives in the Linn County Transportation System Plan, but have been modified to focus on the priorities of the City of Scio.

Mr. Kinney stated there are still a few additional sections on transit and special transportation services. Cliff Wooten noted the City needs to include medical transport and services for those with developmental disabilities. At the next Planning Commission meeting, the Commission can finalize Chapter 12 and set a hearing schedule.

- 2. Planning Commission Member Search** – Chairman Wooten asked for an update on the search for additional planning commission members. He stated Commissioner Thomas is a candidate for a City Council position. He is unopposed on the November general election ballot and will join the City Council in January. Thus, we are seeking two “In-Town” residents to fill positions.

There was no further business and the meeting was adjourned at 8:13 pm.

The next regular meeting is scheduled for November 28, 2018.

David Kinney, Planning Consultant  
Scio Planning Commission