MINUTES OF MEETING OF
WASHINGTON COUNTY PLAN COMMISSION
Held May 2, 2011 at 7:00 p.m.
Council Chambers—City Hall Building

This public meeting was called to order at 7:10 p.m. The Pledge of Allegiance was led by Adam DuFour and John Mishler led the group in prayer. In attendance at the start of the meeting were members David Hoar, Eric Rusby, John Mishler, Jim Day, Jeff Souder, Lane Freiberger, Adam DuFour, Brad Shelton, and attorney Thomas E. Scifres. Member Scott Maudlin was absent.

The first order of business was approval of minutes for the April 4, 2011 meeting. A motion was made and seconded, and the minutes were unanimously approved.

President Hoar noted the attendance of Trent Bontrager and upon advice of the nature of appearance by attorney Scifres, agreed to recognize him out of order. Mr. Bontrager advised the Commission that he was opening a used car lot on East Highway 56 on the property of his family's woodcraft business. He needed a signature for a State Form for Dealer Business License stating that the placement of this business did not violate any zoning ordinance. A brief discussion ensued in which members noted that this was within the County's zoning jurisdiction, and because there had not yet been a zoning ordinance passed for Washington County, the form should be signed. John Mishler made a motion that the Plan Commission approve and sign the form, with Jeff Souder seconding. The motion passed unanimously.

Thomas E. Scifres then brought the Plan Commission up to date on the issues Stephen and Stephanie Porter had been before them to discuss recently and contracts with owner dividing land. He had made contact with the realtor and owner and advised that two subdivisions of the land and the sale of the retained parcel would require approval through the subdivision ordinance. After some discussion the entire Commission agreed that attorney Scifres should continue contact and work with the owner regarding compliance with the current Ordinance. Further discussed was the need to define "subdivision" in the existing Ordinance and also to direct applicants for subdivision approval to the Plan Commission rather than the County Commissioners.

Jeff Souder reported on the April 21, 2011 sub-committee meeting regarding working on a definition for "subdivision" by that committee. He stated he had presented the group with a proposed definition at that time. This task had been given as a preliminary step in working toward a new subdivision control ordinance for Washington County.

Attorney Scifres pointed out that the current ordinance did not define what a "subdivision" was and that, pending the completion of a new subdivision control ordinance—which could take several months—it the current ordinance could be amended to include a definition of a subdivision and to reflect the current practices of the County in approving subdivisions, given the potential for confusion. David Hoar noted that the Commission could approve the recommended changes to the existing Ordinance to present to the County Commissioners, further noting that the next Plan Commission meeting is scheduled for June 7, 2011, allowing approval of a revised Ordinance in advance of the County Commissioners' meeting. Eric Rusby made the motion to amend the current Ordinance in those two (2) regards. Adam DuFour seconded the motion. Brad Shelton inquired whether a third change could be that lots must be of sufficient size that they could accommodate two (2) septic systems. A discussion was held with Travis Elliott regarding current septic requirements. Adam DuFour mentioned that he had experience installing septic tanks and recited various septic field requirements based on number of bedrooms. It was decided that Jeff Souder would coordinate the next meeting for this sub-committee. The motion passed 8-0.

Next was a letter from Drew Wright presented by David Hoar. This letter was regarding the establishing of a zoning overlay district to be known as the Lake John Hay Watershed Protection Zone which will be considered as a part of any Washington County zoning Ordinance. A discussion was held about the addition of Salinda's Watershed to that also. Jim Day reported that the entire Salinda Watershed was within the City of Salem zoning jurisdiction.

Lane Freiberger reported no significant activity since the last meeting on the 911 Emergency Service Committee.

John Mishler reported he had been unable to meet with Rick Graves on the Roads and Subdivision Committee. Referring back to the previous subdivision control discussion, he also noted that there is no performance bond in existing statute and should be added back.

Lane Freiberger stated that the Auditor's office had complained to him about inquiries from the public about the requirements for a subdivision. He suggested a letter to the Auditor's office that refers all inquiries to the Plan Director. David Hoar said he will get with Travis Elliott to discuss a checklist of what applicants need for subdivision approval.

Attorney Scifres inquired about having Travis Elliott maintain the Agenda for meetings. He noted that if his office was intended to be the point of contact with the public, his office was in the best position to create the agenda and post notice for meetings. Thomas E. Scifres was directed to write a letter directing people from the Auditor's office to the Plan Director.

John Mishler inquired if CFO applicant's need to come before the Plan Commission rather than the County Commissioner's as the Ordinance says the Commissioners or their agents. There was general agreement that they should.

With there being no further business, Eric Rusby made a motion to adjourn the meeting with Brad Shelton seconding. With an 8-0 vote the meeting was adjourned.

David Hoar, President

Eric Rusby

Lane Freiberger

Scott Maudlin

John Mishler

Adam DuFour

Jim Day

Jim Day

Jeff Souder

Jeff Souder

Brad W Shelton

Brad Shelton

COMMISSION ATTORNEY

Thomas E. Scifres

Thomas E. Scifres