

**CITY OF HUBBARD PLANNING COMMISSION MINUTES
JANUARY 26, 2016**

CALL TO ORDER. The Hubbard Planning Commission meeting was called to order at 6:30 p.m. by the Planning Commission Chairman Glenn Holum at the City Hall, 3720 2nd Street, Hubbard.

Planning Commission Present: Glenn Holum, Harold Anderson, Byron Nichols, Kevin Nelson.

Excused Absence: Dan Estes.

Staff Present: Director of Administration/City Recorder Vickie Nogle; Administrative Assistant Lucy Astorga; City Planner Joseph Shearer, MWVCOG.

FLAG SALUTE. Planning Commission Chairman Glenn Holum led the group in reciting the Pledge of Allegiance.

SWEARING IN OF PLANNING COMMISSION MEMBERS. Director of Administration/City Recorder Vickie Nogle swore in Byron Nichols and Harold Anderson to the Planning Commission, with terms ending December 31, 2018.

APPOINT CHAIR. MSA/Planning Commissioner Byron Nichols/Planning Commissioner Harold Anderson moved to appoint Dan Estes as the Planning Commission Chairman. Planning Commissioners Glenn Holum, Kevin Nelson, Byron Nichols, and Harold Anderson were in favor. Motion passed.

APPOINT VICE-CHAIR. MSA/Planning Commissioner Harold Anderson/Planning Commissioner Kevin Nelson moved to appoint Byron Nichols as the Planning Commission Vice-Chairman. Planning Commissioners Glenn Holum, Kevin Nelson, Byron Nichols, and Harold Anderson were in favor. Motion passed.

Glenn Holum turned the meeting over to newly appointed Vice-Chair Byron Nichols.

APPROVAL OF THE DECEMBER 15, 2015, PLANNING COMMISSION MEETING MINUTES. MSA/Planning Commissioner Glenn Holum/Planning Commissioner Harold Anderson moved to approve the minutes as presented. Planning Commissioners Glenn Holum, Kevin Nelson, Byron Nichols, and Harold Anderson were in favor. Motion passed.

WORKSHOP.

DISCUSSION REGARDING REGULATED MARIJUANA ACTIVITIES. City Planner Joseph Shearer handed out a report showing what other cities are doing in regards to regulating marijuana activities. He reminded the Commission that each city is unique and decides what works for them. He also reminded them of the recommendation of the City Attorney from the previous meeting—to be proactive, looking at where they want the marijuana uses to be as opposed to being reactive, looking at where they don't want it.

PAGE 2 – PLANNING COMMISSION MEETING MINUTES – JANUARY 26, 2016

Planning Commission Vice-Chair Byron Nichols mentioned it had been previously discussed to locate it in the Industrial and Commercial areas.

Planning Commissioner Glenn Holum asked if they could put parameters on the areas for the marijuana uses, allowing or not allowing them within a certain distance of the highway, residential areas, etc.

J. Shearer said it is already excluded from residential areas by state law, and it can't be within a certain distance of schools.

B. Nichols asked if there are regulations in regard to hours of operation.

G. Holum commented that they might want to look at an inclusion zone as opposed to an exclusion zone. He suggested maybe along Pacific Highway 99E and Industrial Avenue, with setbacks for residential.

J. Shearer mentioned there is an existing Pacific Highway 99E Overlay Zone in place, which includes properties with frontage along Pacific Highway 99E. He said this overlay zone does include some residential. He suggested maybe including Industrial, Commercial, and Industrial/Commercial zones in the overlay zone, as well as on Industrial Avenue, with setbacks for residential.

Planning Commissioner Harold Anderson said he likes the idea of allowing it along the highway, thus keeping it away from the majority of residential. He added the idea of closing at 5:00 p.m. seems early for a business.

The Consensus of the Planning Commission was to allow retail along Pacific Highway 99E, suggested open hours for commercial/wholesale use, 10:00 a.m.-8:00 p.m. for retail use, 1,000 feet from other marijuana retail facilities, and hold off on the residential restriction until they receive further input.

ADJOURNMENT. (The next scheduled Planning Commission Meeting will be February 16, 2016, at 6:30 p.m.) MSA/Planning Commissioner Glenn Holum/Planning Commissioner Harold Anderson moved to adjourn the meeting. Planning Commissioners Glenn Holum, Kevin Nelson, Harold Anderson, and Byron Nichols were in favor. Motion passed. Meeting was adjourned at 7:33 p.m.



Dan Estes, Planning Commission Chairman

ATTEST:



Vickie L. Nogle, MMC
Director of Administration/City Recorder



Lucy T. Astorga, Admin Asst.
Recording & Transcribing