



**City of Dallas
Planning Commission
Council Chambers - City Hall
June 12, 2018- 7:00 p.m.**

MINUTES

1 **CALL TO ORDER**

2 President Chuck Lerwick called the meeting to order at 7:00 p.m.

3 **ROLL CALL**

4 Commissioners Present: Chuck Lerwick, Chris Castelli, Carol Kowash, Andy Groh,
5 David Shein, Marc Pazina, and Robert Wilson.

6 Absent:

7 Staff present: City Attorney Lane Shetterly, Planning Director Scott Whyte,
8 City Planner Chase Ballew and Recording Secretary Margie
9 Pearce.

10 **APPROVAL OF MINUTES**

11 President Chuck Lerwick presented the minutes of the regular meeting of May 8, 2018.
12 Commissioner Chris Castelli motioned to approve the minutes as presented and Commissioner
13 David Shein seconded the motion. The motion passed unanimously.

14 **PUBLIC COMMENT**

15 President Chuck Lerwick explained the rules for making public comment.

16 There were no public comments.

17 **PUBLIC HEARING**

18 **Conditional Use Permit 18-01** – Dallas Community School
19 Applicant: Bill Conlon, Director

20

21

22 President Lerwick opened the hearing at 7:05pm.

23

24

25 STAFF REPORT:

26 Mr. Scott Whyte reviewed the staff report concluding that the Planning Commission approve
27 CUP 18-01 subject to four (4) conditions.

28 APPLICANT PRESENTATION

29 Mr Conlon, Director of Dallas Community School, 788 SW Birch St, Dallas, spoke about the
30 need for more space due to attendance growing. He stated that the surrounding neighbors had
31 been notified of the school wanting to move in and none had any concerns.

32 PERSONS SPEAKING FOR OR AGAINST

33 Ms. Jan Ahrendt, Building Owner, 335 NW Reed Ln, Dallas talked to the Commission about the
34 building and how it had gone through an exterior remodel recently and how it would be a perfect
35 space for the school.

36 Ms. Teresa Gossley, parent of student, 520 NW Brentwood Ave, stated that her son attended the
37 school and was doing great and she anticipated better flow in a new school, not only for the
38 students, but for the teachers and parents as well.

39 REBUTTAL

40 There was none.

41 President Lerwick closed the hearing at 8:13 pm.

42 DISCUSSION BY COMMISSION

43 The Commissioners discussed the parking issues, flow onto Main St. and verbiage regarding the
44 agreements with the neighbors. After the discussion Mr. David Shein motioned to approve CUP
45 18-01 subject to verbiage changes in Conditions 1 and 3 (see below) and Commissioner Tory
46 Bandford seconded. The motion was approved unanimously

47 1. Conditional Use approval recognizes a school, grades Kindergarten through 8, that is to
48 operate four (five) days a week, (principally) between the hours of 7:30am and 4:00pm.
49 The school is also to operate in accordance with the plans subject to Dallas Planning
50 Commission consideration on June 12, 2018.

51
52 2. Prior to starting school operations, the applicant shall obtain all required building
53 permits and receive final inspection from the City of Dallas Planning and Building
54 Department which includes the identified change in Building Code occupancy.

55
56 3. Prior to starting school operations, the applicant shall record the property owner
57 statements (consent statements (English and Tallon))(2)-and parking agreement (H)
58 ((Everson) in a form appropriate) with Polk County Recorder's Office, together with
59 the Planning Commission Order approving the Conditional Use with conditions. The
60 applicant shall provide copies of the recorded documents to the city and to respective

61 property owners: 1) Douglas Everson, for Valley Book Keeping, located at 127 SW
62 Walnut Street, and 2) Gordon and Virginia English, for the abutting property to the
63 west that provides existing vehicle access, and 3) Scott Tallon, for the abutting property
64 to the west that benefits from the existing vehicle access. These documents shall be
65 ~~(effective) held in perpetuity~~ and run-with-the-land if subject properties change
66 ownership ~~(as long as the Conditional Use is effective).~~
67

68 4. Temporary portable signs (maximum two square feet in size) and traffic cones (in
69 general conformance with the approved site plan) shall be in place from 7:00a.m. to
70 4:00 p.m., Monday through Thursday, for the purposes of delineating the parent vehicle
71 queue area from the pass-by lane.
72

73

74 **OTHER BUSINESS**

75 Mr. Whyte let the Commissioners know about a training for Planning Commissioners on June
76 23, 2018 in Amity. It is a voluntary training.

77

78 **COMMISSIONER COMMENTS**

79 There were none.

80

81 **STAFF COMMENTS**

82 There were none.

83

84

85 **The meeting adjourned at p.m.**

APPROVED:

President

Date