

**Special City Council Meeting Minutes**  
**April 20, 2018**  
**Dundee City Hall**

**Call to Order**

Kristen Svcarovich, Council President, called the meeting to order at 8:06 A.M.

**Council and Staff Attendance**

Present: Kristen Svcarovich, Jeanette Adlong, Tim Weaver, and Ted Crawford. Absent: David Russ, Doug Pugsley, and Storr Nelson. Staff members: Rob Daykin, City Administrator.

**Public Attendance**

Dean Scheper, Cedar Ridge Construction.

**Outside Water Request**

Council President Svcarovich noted the purpose of the special meeting was to consider a request for water service outside of the City limits for property located at 179 N. Highway 99W, Dundee, Oregon. C.A. Daykin reported Dean Scheper represents the person purchasing the property just north of the ARCO station and he is the developer. He met with Mr. Scheper to review certain development standards in the Dundee Development Code (DMC). Daykin noted that the owner, in consultation with Yamhill County, is applying for a zone change to Light/General Industrial (LI) zone. The Yamhill County LI zone requires a 30 foot setback from the front property line, which would be in conflict with application of DMC 17.202.060 Site and Building Design Standards in Commercial Zones with respect to maximum front yard setbacks of 15 feet for the CBD zone and 20 feet for the C zone. Also, the percentage of window placement on the front wall of the building required in DMC 17.202.060 would be in conflict with the proposed industrial building. Daykin noted the applicant would be able to meet the architectural standards in DMC 17.202.060, and pointed out that the standards in DMC 17.202.070 for industrial buildings are also appropriate.

Mr. Scheper reviewed the plans for the building with Council, which would include larger roll-up doors for equipment and office doors and windows. He is interested in placing the building closer to the railroad to allow sufficient space for access and truck maneuvering. Potentially, up to four businesses would be able to use the new building. C. Svcarovich noted that the minimum width for the sidewalk along the highway will be 6 feet per ODOT standards. Scheper also affirmed power and other similar utilities will be brought to the new building as underground services.

Daykin stated left turn movements in and out of the property from and to Highway 99W will be prohibited by ODOT due to the new northbound merge lane from First Street. Should this property be annexed in the future, commercial retail activities are not suitable and would likely be zoned Light Industrial (LI). This would be similar to the south end of Dundee where property on the highway is zoned LI and is adjacent to property zoned Community Commercial (C). Daykin added that the applicant would be required to pay for replacement of the meter box and new meter based on time and materials, and payment of the system development charge based on meter size. Scheper acknowledged responsibility for those costs.

**The motion** was made and seconded to approve the request for water service at 179 N. Highway 99W on the condition the owner executes an annexation agreement with the City of Dundee with the following provisions: 1) The property will comply with DMC 17.302 Landscaping and Screening; DMC 17.303 Exterior Lighting; DMC 17.306 Signs; and DMC 17.202.070 Site and Building Design Standards in Industrial

Zones; 2) Construction of a 6 foot wide sidewalk along the highway frontage of the property; and 3) Undergrounding of utility services to the new building. **The motion** passed unanimously.

The meeting was adjourned at 8:25 A.M.



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Kristen Svcarovich, Council President

Attest:



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Rob Daykin, City Administrator/Recorder