

**CITY OF COTTAGE GROVE
PLANNING COMMISSION**
Minutes of the Regular Public Hearing
April 15, 2009

CALL TO ORDER

Chair Parsons called the meeting to order at approximately 7:30 p.m. in the Council Chambers at City Hall.

ROLL CALL

Recording Secretary Cindy Blacksmith called the roll. The following were:

Present: Commissioners Michael Cowan, Savannah Crawford , George Devine, Lindsey Haskell, Mike LaBorde and Matt Parsons

Absent: JoAnn Gray

Staff Present: Community Development Director Howard Schesser, City Planner Amanda Ferguson, and Recording Secretary Cindy Blacksmith

Staff Absent: Planning Technician Jessica Taylor

News Media Present: None

ITEMS TO BE ADDED TO THE AGENDA

None.

MINUTES

IT WAS MOVED BY COMMISSIONER DEVINE AND SECONDED BY COMMISSIONER HASKELL TO APPROVE THE MINUTES OF THE JANUARY 21, 2009 REGULAR PUBLIC HEARINGS AS PRESENTED.

Vote on the motion was as follows:

VOTE	Commissioner Cowan	Commissioner Crawford	Commissioner Devine	Commissioner Gray	Commissioner Haskell	Commissioner Laborde	Chair Parsons
AYES	X	X	X		X	X	X
NAYES							
ABSTAIN							

Staff advised that this hearing had been advertised and publicized and notices posted as required by law. It was asked that any correspondence received be noted as a part of the item on the agenda.

Ex Parte Contact

None.

OLD BUSINESS

None Scheduled.

NEW BUSINESS

St. Andrews Episcopal Church – Modification of Conditional Use Permit (CUP 1-09) for Change of Occupancy at 1309 West Main Street

The applicant proposes to convert an 864 square foot meeting room into a residence. Currently, the detached structure is used for a meeting room for St. Andrew’s Episcopal Church. The applicant is proposing to convert the building into a residence to allow a member of the church to live on site. The conversion would entail converting the two bathrooms into one by exchanging a toilet for a shower and removing one sink, additionally, the applicant proposes adding a stove and vent in the kitchen area, and enlarging a window and adding smoke detectors to meet fire code in order to change occupancy from commercial to residential. In addition to changes inside the structure, the applicant proposes to add an electrical sub panel for the structure and install two hard surfaced parking spaces to serve the residence.

Currently, the building is used as a meeting room for St. Andrew’s. It includes a small food preparation area without a stove, two restrooms each with a toilet and sink, a main meeting area, and a separate room. The structure is located at 1309 West Main Street. It is currently used as a meeting room for St. Andrew’s Episcopal Church. Records show that the building was originally a parish house and was converted to a

daycare facility for the Church in 1976. Since then, the daycare facility is no longer in operation and the building is used as a meeting room. The Church facility sits on two tax lots on the southwest corner of "M" and Main Streets. The site consists of two buildings (the Church and detached meeting room), a paved pedestrian entrance from "M" Street, landscaping, and a gravel parking lot with access from West Main Street and "M" Street. The facility is located in the R-1 Single-Family Residential District. Churches are a Conditional Use within residential districts.

Commissioner Devine asked about the possibility of subdividing the parcel. Director Schesser replied that a condition of conditional use permit approval is that the residence remain as an accessory use to the Church facility.

OPEN PUBLIC HEARING

Brad Fortier, 3025 Memory Lane, Eugene, spoke in support of the application and was representing the Church.

CLOSE PUBLIC HEARING

Commissioner Haskell asked about tax exemptions for Churches. Director Schesser replied that he thought the Church would be taxed for the residential part of the facility, but that was an issue that the Tax Assessor would take care of.

IT WAS MOVED BY COMMISSIONER DEVINE AND SECONDED BY COMMISSIONER HASKELL THAT THE PLANNING COMMISSION APPROVE APPLICATION FILE NO. CUP 1-09 AS PRESENTED BASED UPON THE CRITERIA, FINDINGS, CONCLUSIONS, RECOMMENDATIONS AND CONDITIONS STATED IN THE STAFF REPORT.

Vote on the motion was as follows:

VOTE	Commissioner Cowan	Commissioner Crawford	Commissioner Devine	Commissioner Gray	Commissioner Haskell	Commissioner Laborde	Chair Devine
AYES	X	X	X		X	X	X
NAYES							
ABSTAIN							

INFORMATION REPORT FROM STAFF

Community Development Department Budget Process

Director Schesser told the Commissioners that he was currently going through the budget process and that the Department would be impacted. He further stated that the Department will not hire any temporary help.

Items Forwarded to City Council

Director Schesser reported that the Comp Plan and Zone Change for the Golf Course had been approved by City Council along with the Development Code Text Amendments and the Comprehensive Plan Amendments for the Highway 99 apartments.

AUDIENCE PARTICIPATION

None.

COMMISSION COMMENTS

None.

ADJOURNMENT

The meeting was adjourned at approximately 8:55 p.m.

ATTEST:

APPROVED

Cindy Blacksmith, Secretary

Matt Parsons, Chair