

**CITY OF COTTAGE GROVE
PLANNING COMMISSION**
Minutes of the Regular Public Hearing
November 28, 2007

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: Chair Matt Parsons, Commissioners George Devine, Mike Fleck, David McClean, Rudy Severns, and Lloyd Williams (arrived late)

Absent: None

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

Staff Absent: None

News Media Present: Joe Hansen, Cottage Grove Sentinel

MINUTES

IT WAS MOVED BY COMMISSIONER FLECK AND SECONDED BY COMMISSIONER MCCLEAN TO APPROVE THE MINUTES THE OCTOBER 17, 2007 REGULAR PUBLIC HEARING AS PRESENTED.

Vote on the motion was as follows:

VOTE	Commissioner Crawford	Commissioner Devine	Commissioner Fleck	Commissioner McClean	Commissioner Severns	Commissioner Williams	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

Commissioner Crawford stated that she was the Project Manager for ODOT on the Transportation System Plan. Director Schesser stated that Commissioner Crawford would not be involved as a Planning Commissioner during that discussion, but that she could participate as a representative of ODOT.

Commissioner Devine stated that he did business with several of the applicants, but did not feel that would affect any decision that he was going to make.

OLD BUSINESS

None scheduled.

NEW BUSINESS

Lorin Bailey – Design Review (DR 7-07) for Mini-Storage in M-2 Heavy Industrial District

The applicant is proposing to develop the west half of Lot 5 of the Cottage Grove Industrial Park to expand the existing mini-storage facility to include 119 additional units.

Development includes five storage buildings and landscaping with an access driveway to the buildings from the cul-de-sac street access.

There are three proposed parking spaces for this development. The designated spaces are at three different locations around the access driveway loop. Two spaces are shown along the south end of the property and one at the northeast corner. The existing R Street Office will serve as the office for this mini-storage facility as well as the facility located on R Street.

Proposed landscaping includes bushes and trees in a planting strip along the north property line radiating out from the street. On the west property line, there is a planting area that extends 20 feet from the street frontage, and includes one tree and an assortment of bushes. The plan also includes a dense row or arbor viate at the rear of the property along the abutting Emerson Lane.

Lot 5 of the Cottage Grove Industrial Park is located at the southeast corner of Getty Circle. The lot is currently vacant with completed grading for this development. The lot is 40,511 square feet. To the north is a vacant parcel, the parcel to the west is in the process of being developed, it will house two buildings the uses of which are yet to be

determined. This lot directly abuts the city limits and the urban growth boundary to the south and backs up to Emerson Lane, a county road. To the east of this development is the existing mini-storage facility owned by the applicant.

NOTE: Commissioner Williams arrived at approximately 7:40 p.m.

OPEN PUBLIC HEARING

No one spoke.

CLOSE PUBLIC HEARING

Commissioner Severns stated his concern that this development would create an over abundance of storage units in the industrial park. Staff replied that the use was a permitted use allowed outright in the zone.

Commissioner McClean asked why elevations of the proposed structures had not been included with the staff report. Staff replied that the drawings submitted were too large to photocopy and provided Commissioners with the submitted drawings to review.

IT WAS MOVED BY COMMISSIONER FLECK AND SECONDED BY COMMISSIONER DEVINE TO APPROVE APPLICATION FILE NO. DR 7-07 BASED UPON THE CRITERIA, FINDINGS, CONCLUSIONS, CONDITIONS AND RECOMMENDATIONS STATED IN THE STAFF REPORT.

Vote on the motion was as follows:

VOTE	Commissioner Crawford	Commissioner Devine	Commissioner Fleck	Commissioner McClean	Commissioner Severns	Commissioner Williams	Chair Parsons
AYES	X	X	X	X	X	X	X
NAYES							
ABSTAIN							

Baysinger Partners/Seven Hill Properties – Design Review (DR 10-07) for Walgreen’s Pharmacy in C-2P Community Commercial District

The applicant is proposing to combine Tax Lots 3300 and 3400 (through a Minor Partition), demolish two existing buildings, and construct a Walgreen’s Pharmacy on the combined lot. The proposed new building will be 14,820 square feet in size. The development will include parking, walkways, and landscaping as required under the City’s current Zoning Code. Walgreens Pharmacy will be the sole tenant of the development operating under the general hours of 6 am to 11 pm, Monday through Sunday (although hours vary by location) with deliveries taking place during daytime business hours. In addition to pharmacy services they provide on-site photo development and the sale of cards, gifts and groceries. On average the store will be

staffed by 6 employees per shift with a total employee base of approximately 20. Customer counts vary depending on the time of day, week and year with a code allowed occupant maximum of 400.

The project site is located on East Main Street across from 17th Street within a Community Commercial District. It is adjacent to Siuslaw Valley Bank and Logical Company to the east, Blockbuster Video and several small houses to the west, and an apartment complex to the north. The site is currently occupied by Tap and Keg Tavern and an industrial metal storage building. Landscaping is limited to dense perimeter shrubbery and one large tree in front of Tap and Keg. The remainder of the properties are paved (in front of Tap and Keg) and gravel. There are multiple curb cuts onto Main Street.

OPEN PUBLIC HEARING

Tom Rocca, Seven Hills Properties and Bill Ruecker, Baysinger Partners Architecture, both spoke on the behalf of Walgreens as the property owner and architect respectively. They provided a revised site plan showing the removal of the access to Logical Company but asked that the condition remain so if they could meet the condition they may install the access. They also submitted revised west elevations which showed a 12 foot long awning over the service/man doors.

Mr. Ruecker stated that siting of the building had been based on upon the layout of the interior of the building and that they cannot control internal layout for Walgreens. They also asked for exemption of excess signage to be recognized as nationally recognized logo signs and asked that the Planning Commission approve all 512 square feet as the signs are standard Walgreens logo signage.

There was discussion between the owner, architect and the Commission with regard to the siting of the building and the architectural design on the west façade. The Commissioners expressed their concern of the proposed orientation of the building front facing the southeast corner of the site and the blank façade to the west. After discussing various options, the Commissioners agreed that the addition of the awning over the service and man doors and the replacement of the wooden fence enclosure with a masonry enclosure made of complimentary materials and design to the building would meet the intent of the Code. The Commissioners also agreed to retain the condition regarding Logical Company's parking lot and the requirement for Planning Commission approval of signage in excess of the allowed 200 square feet.

CLOSE PUBLIC HEARING

IT WAS MOVED BY COMMISSIONER FLECK AND SECONDED BY COMMISSIONER DEVINE TO APPROVE APPLICATION FILE NO. DR 7-07 BASED UPON THE CRITERIA, FINDINGS, CONCLUSIONS, CONDITIONS AND RECOMMENDATIONS STATED IN THE STAFF REPORT.

Vote on the motion was as follows:

VOTE	Commissioner Crawford	Commissioner Devine	Commissioner Fleck	Commissioner McClean	Commissioner Severns	Commissioner Williams	Chair Parsons
AYES	X	X	X	X	X	X	X
NAYES							
ABSTAIN							

Geomax/Hoover – Major Partition (MS 4-07) to Create a 4-Lot Subdivision in an R-1 District

The applicant has applied to create the Park Heights Subdivision, a 4-lot subdivision at the east end of Parks Avenue. There are no proposed streets or alleys for this project. Access will be by private easement. There are no public improvements proposed for the project. There are two existing structures located on proposed Lot 1, which will remain. The applicant stated that there are no significant geological features or vegetation on the subject property.

The applicant has submitted a concurrent Hillside Development permit (Level 1) HD 9-07 as the property slopes over 15 percent.

OPEN PUBLIC HEARING

No one spoke.

CLOSE PUBLIC HEARING

IT WAS MOVED BY COMMISSIONER DEVINE AND SECONDED BY COMMISSIONER FLECK TO APPROVE APPLICATION FILE NO. MS 4-07 BASED UPON THE CRITERIA, FINDINGS, CONCLUSIONS, CONDITIONS AND RECOMMENDATIONS STATED IN THE STAFF REPORT.

Vote on the motion was as follows:

VOTE	Commissioner Crawford	Commissioner Devine	Commissioner Fleck	Commissioner McClean	Commissioner Severns	Commissioner Williams	Chair Parsons
AYES	X	X	X	X	X	X	X
NAYES							

ABSTAIN							
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Bohemia Foundation – Mixed Use Master Plan (MUM 1-07) to Apply MUM Overlay Zone to Bohemia Park

The proposed master plan covers the development, in phases, of the Bohemia Heritage Park, a 14-acre site in downtown Cottage Grove. The park is to be developed as an interpretive heritage park and recreational space by Bohemia Foundation, a private non-profit.

The Bohemia Heritage Park is intended as a passive public open space that compliments the downtown and the adjacent residential neighborhoods and adds to the quality of life in Cottage Grove. Its primary audience is residents of the city, yet it is expected to draw from a larger geographic region for visitors to the Bohemia Heritage Museum, as well as special events and performances.

The proposed park can be used on a daily basis for individual, family and group activities. It can also be the civic focal point for large programmed community events, outdoor displays, parades and festivals, and function as the community “living room”. It is not intended for sports, other than spontaneous games or activities associated with an event.

The design scheme underscores or provides interpretation of the economic themes of the region, namely, logging, mining, agriculture, railroads and recreation, largely through displays on interpretive columns and media in the Museum.

The park will be constructed in phases as funding permits.

Phase 1 includes: temporary entry path, off-street parking on South 10th Street between East Adams and East Jefferson an elliptical pond/water feature in the center of the property, a sculptured overlook with trails to the east of the pond, and event overflow parking accessed off of Monroe Avenue in the southeast corner of the property. Landscaping at this phase is limited to dense trees/hedge along the southern property line (along the fence along the railroad), trees along the rear of the overlook, trees scattered along the trail system to the north of the overlook, and trees/hedges around the parking area. This phase also includes the removal of Pacific Power and Light’s pole storage facility on South 10th Street and the regrading of the site to build the overlook and pond. Utilities will also be installed at Phase 1.

Phase 2 adds a formal entry plaza at the intersection of Main and South 10th Street, a restroom adjacent to this entrance, and street/parking improvements and additional landscaping along South 10th Street.

Phase 3 adds a picnic area in the northeast portion of the site next to a playground, a picnic area adjacent to the pond, a grass tiered amphitheatre on the west side of the

overlook hill, and a performance stage in front of the amphitheatre seating. This stage will have a stretched fabric cover.

Phase 4 adds an interpretive museum, museum staff parking, additional landscaping around the museum and parking areas, and a circular museum visitor drop-off accessed off of South 10th Street directly south of East Washington Avenue.

OPEN PUBLIC HEARING

Faye Stewart, President of Bohemia Foundation, P O Box 10293, Eugene, spoke in favor of the proposal. Mr. Stewart said that they were eager to get started on the project and that their only concerns with the conditions was the timing of the Traffic Impact Analysis and the expiration date of the MUM.

Staff replied that the MUM would not expire as long as the project was started within the next 2 years.

The Commissioners asked questions regarding parking, museum design and whether toxins remained from the past industrial uses of the project.

All Commissioners agreed that they were excited about the proposed project.

CLOSE PUBLIC HEARING

IT WAS MOVED BY COMMISSIONER FLECK AND SECONDED BY COMMISSIONER DEVINE TO FORWARD TO CITY COUNCIL WITH A FAVORABLE RECOMMENDATION APPLICATION FILE NO. MUM 1-07 BASED UPON THE CRITERIA, FINDINGS, CONCLUSIONS, CONDITIONS AND RECOMMENDATIONS STATED IN THE STAFF REPORT.

Vote on the motion was as follows:

VOTE	Commissioner Crawford	Commissioner Devine	Commissioner Fleck	Commissioner McClean	Commissioner Severns	Commissioner Williams	Chair Parsons
AYES	X	X	X	X	X	X	X
NAYES							
ABSTAIN							

City of Cottage Grove – Mixed Use Master Plan (MUM 2-07) to Apply MUM Overlay Zone to Trailhead Park

The proposed master plan covers the development of the City owned Row River Trailhead Park in downtown Cottage Grove. The 5.8 acre park will be developed by the City of Cottage Grove and will include many features.

The Row River Trailhead Park will be a gateway to the Row River Trail. Its primary audience is residents of the City, yet it is expected to draw from a larger geographic region for visitors to the Row River Trail. With its outdoor stage it will also draw visitors for special events and performances. The development of a functional and attractive park around the already existing multi-use trail will improve the quality of life for citizens of Cottage Grove and make good use of currently vacant and underutilized property. Trailhead Park is currently classified as a Nodal Park in the City of Cottage Grove Parks Plan. This Mixed Use Master Plan will change its classification and use to a Community Park, creating an area with water and electricity, where special events, concerts, family parties, community fairs, farmers markets and other large community events can be held.

The main pedestrian and bicycle entrance will be on Main Street and the parking lot will be accessed from 12th Street and 14th Street. The park features bicycle/pedestrian paths throughout, picnic tables near the beehive burner plaza and scattered throughout the park. The proposed restrooms are located close to the parking lot for easy access, maintenance, and supervision. The proposed stage will face out onto a large slightly sloped oval area filled with grass pavers and will look across to the beehive burner plaza. The siting and design of the stage will be so that noise from concerts, plays or other events will be amplified towards the City Shop and Railroad tracks, and avoid amplifying sound towards residential or commercial districts. The plan proposes heavier vegetative screening than currently exists to buffer the parking lot and park from adjacent uses as well as to screen the park from the railroad tracks along its western border. The bike shelters, currently under construction, can be used for bike parking, and are designed such that they can also be used as shelter for events such as the farmers market or community fairs. The bike rack hoops will be designed so that tables can be easily placed over them to provide a sheltered area for such events.

The Row River Trail is classified as a National Recreation Trail and this park is the gateway to the trail inside the City of Cottage Grove. With the increased publicity for this trail, the improvements of the Trailhead Park in downtown with parking will draw visitors to town who will use the trail and then come downtown to the central business district along Main Street.

OPEN PUBLIC HEARING

No one spoke.

CLOSE PUBLIC HEARING

IT WAS MOVED BY COMMISSIONER FLECK AND SECONDED BY COMMISSIONER MCCLEAN TO FORWARD TO CITY COUNCIL WITH A FAVORABLE RECOMMENDATION APPLICATION FILE NO. MUM 2-07 BASED UPON THE CRITERIA, FINDINGS, CONCLUSIONS, CONDITIONS AND RECOMMENDATIONS STATED IN THE STAFF REPORT.

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Vote on the motion was as follows:

VOTE	Commissioner Crawford	Commissioner Devine	Commissioner Fleck	Commissioner McClean	Commissioner Severns	Commissioner Williams	Chair Parsons
AYES	X	X	X	X	X	X	X
NAYES							
ABSTAIN							

City of Cottage Grove – Comprehensive Plan Amendment (PA 7-07) to Adopt Transportation System Plan Update

Staff asked that the public hearing be opened to hear from anyone present and then continued to the next meeting on December 19th, in order to allow the Commissioners more time to read the document and to have the consultant present.

NOTE: COMMISSIONER CRAWFORD DID NOT PARTICIPATE IN THIS APPLICATION.

OPEN PUBLIC HEARING

No one spoke.

CLOSE PUBLIC HEARING

IT WAS MOVED BY COMMISSIONER DEVINE AND SECONDED BY COMMISSIONER FLECK TO CONTINUE APPLICATION FILE NO. PA 7-07 TO DECEMBER 19, 2007, AT 7:30 P.M.

Vote on the motion was as follows:

VOTE	Commissioner Crawford	Commissioner Devine	Commissioner Fleck	Commissioner McClean	Commissioner Severns	Commissioner Williams	Chair Parsons
AYES		X	X	X	X	X	X
NAYES							
ABSTAIN							

City of Cottage Grove – Zone Change (ZC 10-07) to Rezone all RP-1/RP-2/C-1 Zoned Properties to RC Residential Commercial

The City has proposed a zone change application to amend the Zoning Map to rezone all properties currently zoned RP-1, RP-2 or C-1 to RC Residential Commercial. This application is connected to the adoption of Title 14, the new Development Code. In Title 14, these three zoning districts have been consolidated into the RC Residential Commercial Zoning District.

The sites zoned RP-1, RP-2, and C-1 are scattered throughout the City. There are some areas that have a grouping of properties under this zoning, and others that stand alone. Some of the groupings include the site of the old hospital, Highway 99 north of Gibbs until just south of the Woodson Bridge, and a small section of RP-1 on North 19th Street. The properties that stand alone and are found throughout the City are all properties that are situated on the border of a residential and commercial district.

OPEN PUBLIC HEARING

No one spoke.

CLOSE PUBLIC HEARING

IT WAS MOVED BY COMMISSIONER FLECK AND SECONDED BY COMMISSIONER MCCLEAN TO FORWARD TO CITY COUNCIL WITH A FAVORABLE RECOMMENDATION APPLICATION FILE NO. ZC 10-07 BASED UPON THE CRITERIA, FINDINGS, CONCLUSIONS, CONDITIONS AND RECOMMENDATIONS STATED IN THE STAFF REPORT.

Vote on the motion was as follows:

VOTE	Commissioner Crawford	Commissioner Devine	Commissioner Fleck	Commissioner McClean	Commissioner Severns	Commissioner Williams	Chair Parsons
AYES	X	X	X	X	X	X	X
NAYES							
ABSTAIN							

INFORMATION REPORT FROM STAFF

City Council has adopted the Development Code and it will become effective on January 1, 2008. Staff also advised that new fees will be proposed to Council in December.

The Commissioners had a discussion over the Council’s decision related to Hayden Homes. Director Schesser stated that the Council had received the entire record and made their own decision based on that record and public testimony before them. Commissioner Severns stated that he was frustrated. He stated that the Commissioners feel responsible for effective development, yet Council is often on a different wavelength. He expressed displeasure and frustration with City Council, which was seconded by a majority. Chair Parsons asked to listen to the tapes of the Council discussion so he could try to understand their thoughts.

Two commission positions are vacant. Commissioner Williams is not reapplying but has applied to be on the Historic Landmarks Commission. Commissioner Devine has

reapplied. There were two other applicants and interviews will be conducted on December 3rd.

AUDIENCE PARTICIPATION

None.

COMMISSION COMMENTS

Commissioner Severns stated that he would be resigning from the Planning Commission at the end of the year due to his hearing loss.

Commissioner McClean stated that he is also resigning at the end of the year as he is expecting another child, but that he would consider applying for the Historic Landmarks Commission.

ADJOURNMENT

The meeting was adjourned by Chair Parsons at approximately 10:15 p.m.

ATTEST:

APPROVED

Cindy Blacksmith, Secretary

Matt Parsons, Chair