



**Planning Commission Minutes
Willamette Activity Center Room 8
August 18, 2015
7:00 P.M.**

1.0 Open Meeting

7:02 P.M.

Commissioners Present

George Custer, Chairperson
Keith Brown, Vice Chair (absent)
Amy Kordosky (arrived at 7:06 P.M.)
Teresa Freborg
James Affa
Jackie Taylor

Staff Present

Louis Gomez, City Administrator
Jackie Taylor, Assistant Planner

2.0 Citizen Input

None

3.0 Consider Approval of Minutes

Motion: Commissioner Affa moved to approve the July 21, 2015 meeting minutes. Commissioner Taylor seconded the motion.

G. Custer (Aye), T. Freborg (Aye), J. Affa (Aye), J. Taylor (Aye). Motion carried 4-0

4.0 Consider Approval of Order and Findings

Motion: Commissioner Freborg moved to approve the Order and Findings for Matt Carson 76527 Westoak Road Map/Tax 21-35-16-11 06400 and Robert and Sherry Moe 48539 E 1st Street Map/Tax lot 21-35-15-23 03100. Commissioner Affa seconded the motion.

G. Custer (Aye), J. Affa (Aye), J. Taylor (Aye), T. Freborg (Aye). Motion carried 4-0

5.0 Action Item

5.1 Variance for a sign submitted by Delno and Andrea Williams at 48127 Willamette Way 21-35-16-31 03001

- a) Conflicts of Interest/Exparte Contacts
 - b) Open Public Meeting
 - c) Staff Report
- None
- 7:06 P.M.

Louis read the staff report, the variance is to place a one sided business sign that is approximately 48 square feet and there will also be another sign attached to the house which is 12 square feet.

There was some discussion on the zoning of the property and the property next to this property.

Jackie will get the commissioners updated zoning maps.

Staff does not see any issue with the sign and it appears to be in good taste.

- d) Statements in Favor

Delno Williams 48127 Willamette Way – Their property really is oddly located, he would call it commercial / residential by proxy by where it sits. The larger sign will not be lit, he may put a solar panel out on the sign at some point.

- e) Statements in Opposition
 - f) Statements in General
- None

Judy Rowland 76360 River Road – Will the neon sign that is on the side of the house be lit at night?

Mr. Williams said it will be lit during business hours. The anticipated business hours are 8:00 A.M. until 8:00 P.M.

Linda Byerly 48120 Singletary Drive – She asked about the zoning on the lot next to the car wash, is it zoned residential? Wasn't it at one time zoned commercial?

Louis said the folks who had prior to what is there now had a conditional use, when they left the conditional use went away.

- g) Close Public Hearing
 - h) Commission Discussion
- 7:15 P.M.

Commissioner Affa asked about the barber pole?

Mr. Williams said they are not going to put the barber pole up.

Commissioner Affa asked about parking?

Mr. Williams said they would like to use street parking, but they do have plenty of parking in the back.

Commissioner Kordosky asked how many employees she will have?

Ms. Williams said it will just be herself, maybe one more later on.

Commissioner Kordosky asked what kind of restroom will she have for her customers?

Ms. Williams said she has one that is right off the salon and is wheelchair accessible.

i) Findings

Louis read the findings and the answers.

j) Commission Action

Motion: Commissioner Kordosky moved that after completing the findings, I move to approve the sign variance by approving the 24 square foot free standing sign and the 12 square foot flush mounted sign as presented for assessors map 21-35-16-31 tax lot 03001. Commissioner Affa seconded the motion.

J. Taylor (Aye), J. Affa (Aye), T. Freborg (Aye), G. Custer (Aye), A. Kordosky (Aye). Motion carried 5-0.

5.2 Conditional Use Permit submitted by Richard Dockery at 47477 Teller Road 21-35-17-23 01800

a) Conflicts of Interest/Exparte Contacts

None

b) Open Public Meeting

7:27 P.M.

c) Staff Report

Louis read the staff report, Richard Dockery is requesting the Conditional Use Permit to allow the Head start of Lane County to operate their class rooms located on the church grounds which is St. Luke's Church. Due to the age of the children it would be considered a day care facility, if there are more than 12 children being served on the premise then a conditional use permit is required.

d) Statements in Favor

Kent Dockery 47477 Teller Road – When they found out that Head Start did not have a location to go to they offered them the use of their classrooms, they had not been used since he has been here the last seven years.

Laura Dockery 47477 Teller Road – She is the Pastors wife and has taught preschool for the last twenty years. Head Start is very important for children with disadvantaged back grounds and if Head Start does not have a place to operate in Oakridge we will have a number of children who will not receive services and could be detrimental to their success.

Lauri O'Neil School Street – She has been a Head Start teacher for 36 years and would like to continue for the families of Oakridge.

Susan Davis 47821 Elgin Ave – She has worked at Head Start for a number of years. Head Start is an educational program, not just a day care, they do have a curriculum that they have to follow.

e) Statements in Opposition

None

- None
- 7:31 P.M.
- f) Statements in General
- g) Close Public Hearing
- h) Commission Discussion

Commissioner Affa asked if there is going to be a playground for the children?

Mr. Dockery said they have purchased one but they haven't put it up yet, they are waiting on the decision tonight and it will be fenced in.

Commissioner Freborg asked how many students they will have?

Mr. Dockery said they will have 16 in the morning class and 16 in the afternoon class.

- i) Findings

Louis read the findings and answered the questions.

- j) Commission Action

Motion: Commissioner Taylor moved that after a public hearing and approval of the findings, I move to approve the application for a conditional use permit for St. Luke's Church assessors map 21-35-17-23 tax lot 01800. Commissioner Freborg seconded the motion.

G. Custer (Aye), T. Freborg (Aye), J. Affa (Aye), J. Taylor (Aye), A. Kordosky (Aye). Motion carried 5-0.

6.0 Discussion Items

Possible Variance on Hansen Street – Jim and Monica Fair

Louis said what we have here is a property on Hansen Street that 18' or so Arborvitae that have been there forever. The code says if it is being used as a barrier or a fence that even if it's living it is not supposed to be more than 6' tall. Normally we don't deal with this, but there was a complaint. Some people call it a tree and some people call it a shrub.

Commissioner Custer asked if when it was planted was it intended to be a tree, probably not.

Commissioner Freborg said you had to pass three other houses that had even higher trees, shrubs and bushes as their property boarder.

Commissioner Custer said maybe not as "continuous" as this one to create a fence.

Louis said our code does not specifically name what material our fences can be made out of.

Louis asked the commission if this something they really want to come to them or is this something they'd like to see resolved through other channels.

Commissioner Custer said this is more of a code enforcement issue, but if they don't comply and they dispute it then it will come to us.

Louis said he will see if they can get some resolution with the neighbors.

Possible RV Park

Louis wanted to give an update on the possible RV Park that we worked on 7-8 months ago. He has finally finalized the updates that he needed to do to ship off to the State. That part will have to come in front of the commission and the council just to ratify that piece.

It was section 15 of our code that we had to modify and that is what will be coming back to the commission.

Anytime you want to put something in a flood plain or zone there are an additional 10-20 hoops that person has to jump through. There are additional permits, they have to prove what the elevations are, and we don't have to do that. That is part of the revamp of section 15, we didn't have a very clear set of steps for people to request. We had to include a clause in there that talked about RV Parks, FEMA does allow RV Parks in flood zones. They will still have to go in front of the Planning Commission and the Council, it's not an automatic.

7.0 Positive Comments and Constructive Input

None

8.0 Announcements

On September 24, 2015 there is a Planning Commissioner training in Bend. The city will pay the registration fee and your meal. If you want to car pool we will reimburse for mileage.

Meeting Adjourned

Chair Custer adjourned the meeting at 8:03 p.m.

Signed:

George Custer Chairman Date

Attest:

Susan LaDuke City Recorder Date