



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

EAGLE POINT PLANNING COMMISSION
17 BUCHANAN AVE. SOUTH, EAGLE POINT, OREGON

August 15, 2017

REGULAR MEETING MINUTES

1. **CALL TO ORDER – 7:00 P.M.**

Chair Collins called the meeting to order at 7:00 p.m.

Commission Members Present: Ron Boughton, Suzi Collins, Diane Mihocko, Kevin Walruff, Millie Wewerka, and Council Liaison Kathy Sell.

Commission Members Absent: Bernard Grossman and Aaron Prunty

Staff Members Present: Mike Upston, Planning Director; Robert Miller, Public Works Director; April Strouse, Meeting Secretary.

Audience Members and Guests: Samuel Uccello and other S&B James Construction employees.

FLAG SALUTE.

Commissioner Walruff led the flag salute.

2. **AUDIENCE QUESTIONS OR COMMENTS CONCERNING ITEMS NOT ON THE AGENDA.**

There were no audience questions or comments.

3. **PUBLIC HEARING(S).**

Chair Collins read the public hearing opening script in compliance with ORS 197.763. She announced that one quasi-judicial public hearing would be held.

3.1 **Planning Action #17-06:SPR Windermere Real Estate**

10822 Old Hwy 62; Retail Commercial Zoning District

Applicant/Owner: Samuel Uccello (S&B James Construction)

Submitted By: Mike Upston, Planning Director

The public hearing was opened at 7:02 p.m.

Chair Collins asked if anyone felt that the Planning Commission did not have the right to make a decision on this matter.

None were heard.

Chair Collins asked if any members of the commission wished to declare a conflict of interest or ex-parte contact.

None were heard.

Chair Collins asked if any of the commissioners had visited the site.

All Commissioners were familiar with the location of the proposed Old Hwy 62 location.

Chair Collins invited staff to present their report.

Planning Director Mike Upston presented the report for the proposed real estate office. The C-1 Commercial Zoning outright approves the proposed use for the location and will only require Site Plan and Landscape Review approval from the Commissioner's. The proposed building is being placed on a 1/3 of an acre and is located where similar development is expected. The building is approximately 2,000 square feet; S&B James has proposed more than required parking and access will be from Old Hwy 62. The proposed landscape plan includes trees, bushes, grass and sidewalks. It was noted by Mr. Upston that there was a request to plant the landscape with consideration of future road improvements. Mr. Upston recommended the Commission adopt the findings specified in the agenda statement and approve the application for Site Plan and Landscape Review with conditions of approval. Commissioner Wewerka asked why there was an approval for asphalt sidewalks instead of concrete which would hold up better. Public Works Director Robert Miller indicated surrounding businesses were provided the option of asphalt sidewalks because it is a rural location and is an acceptable standard for the area. Commissioner Wewerka also wanted further information regarding the landscape maintenance agreement. Mr. Miller stated that the property owner would be responsible for landscape maintenance on both sides of the sidewalk. Lastly, she noted that the city ordinance only allows for two signs per building and the plans indicated there were three. Mr. Upston agreed that one sign would have to be removed and left it to the discretion of the applicant to determine what two signs would remain. Commissioner Boughton asked if Old Hwy 62 was adequate for the commercial building and the adjacent mobile home park and subdivision. Mr. Upston and Mr. Miller indicated there is a plan in place to improve Old Hwy 62 as funds become available.

Chair Collins asked if the applicant would like to make a presentation.

Sam Uccello introduced himself as the architect in charge of the project and offered to answer any questions the Commissioner's might have.

Chair Collins asked if there was any testimony in favor of the proposal.
None were heard.

Chair Collins called for testimony opposed to the application.
None were heard.

Chair Collins requested that any additional agency comments be presented.
No additional comments were offered.

Chair Collins asked if staff had any final comments.
None were offered.

Chair Collins called for the approval body to continue or close the hearing.
Commissioner Boughton made a motion to close the hearing and Commissioner
Walruff made a second. The motion passed unanimously by the members present.

Chair Collins called for a motion on the application before the commission.
Commissioner Walruff made a motion to adopt the findings and approve the Site
Plan and Landscape Review with the conditions recommended by staff.
Commissioner Mihocko made a second. The motion passed unanimously by the
members present.

4. CONSENT CALENDAR.

4.1 Presentation of Regular Meeting Minutes of May 16, 2017.

Chair Collins announced the Consent Calendar and asked for a motion.
Commissioner Wewerka moved that the Consent Calendar be approved.
Commissioner Boughton seconded the motion. There was no further discussion.
The motion passed unanimously by the members present.

5. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR.

There were no items considered for removal from the Consent Calendar.

6. UNFINISHED BUSINESS.

There was no unfinished business brought before the commission.

7. NEW BUSINESS.

There was no new business brought before the commission.

9. REPORTS FROM PLANNING COMMISSION MEMBERS.

None were heard.

10. **REPORTS FROM STAFF.**

Mr. Upston gave an update of the city's new website and where to locate the Friday Letter and Eagle Point Newsletter.

11. **ADJOURNMENT.**

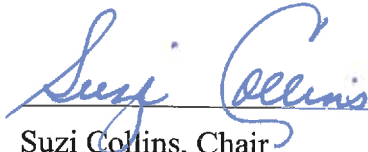
There was no further business to come before the Eagle Point Planning Commission and Chair Collins adjourned the meeting at 7:37p.m.

Respectfully submitted,



April Strouse, Meeting Secretary

ATTEST:



Suzi Collins, Chair

City of Eagle Point - Planning Commission Meeting of August 15, 2017

Agenda #4 - Close Public Hearing			Agenda # 4.1 - Motion to Approve		Agenda #5 - April Minutes	
Motion	2nd:	Motion	2nd:	Motion	2nd:	
Motion <u>RON</u>	<u>KEVIN</u>	By: <u>KEVIN</u>	<u>DAIANE</u>	By: <u>MILLIE</u>	<u>RON</u>	
By: <u>KEVIN</u>		Ron Boughton	✓	Millie Wewerka	✓	
Suzi Collins	✓	Suzi Collins	✓	Ron Boughton	✓	
Bernard Grossman		Bernard Grossman		Suzi Collins	✓	
Aaron Punty		Aaron Punty		Bernard Grossman		
Diane Mihocko	✓	Diane Mihocko	✓	Aaron Punty		
Kevin Walruff	✓	Kevin Walruff	✓	Diane Mihocko	✓	
Millie Wewerka	✓	Millie Wewerka	✓	Kevin Walruff	✓	
Ron Boughton	✓					
Agenda #4.1 - Public Hearing Opened: <u>7:00pm</u> Closed: <u>7:20pm</u>						
Regular Meeting Opened: 7:00pm Recessed: N/A Closed: Public <u>Y/N</u> Press: <u>Y/N</u>						
Staff Present: Mike Upston, Robert Miller and April Strouse City Counsel: Kathy Sell						
Guests:						

