



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

EAGLE POINT PLANNING COMMISSION

17 S BUCHANAN AVE. EAGLE POINT, OREGON

February 20, 2018

REGULAR MEETING MINUTES

1. CALL TO ORDER-7:00P.M.

Chair Collins called the meeting to order at 7:00P.M.

Commission Members Present: Ron Boughton, Suzi Collins, Bernard Grossman, Aaron Prunty, Kevin Walruff, Millie Wewerka and Councilor Kathy Sell.

Commission Members Absent: Dianne Mihocko.

Staff Members Present: Mike Upston, Planning Director and April Strouse, Meeting Secretary.

Audience Members and Guests: Leslie Richardson and friends.

2. FLAG SALUTE.

Chair Collins led the flag salute.

3. ELECTION OF CHAIR AND VICE CHAIR.

Chair Collins called nominations to order for the office of Chairperson. Commissioner Boughton nominated Suzi Collins for Chairperson. Commissioner Grossman made a second. There were no other nominations. Chair Collins requested roll call and April Strouse directed each commission member to state the name of their choice when called upon. The Commissioners voted unanimously to re-elect Suzi Collins as Chairperson.

Chair Collins called nominations to order for the office of Vice Chairperson. Commissioner Grossman nominated Dianne Mihocko for Vice Chairperson. Commissioner Boughton made a second. There were no further nominations. Chair Collins requested roll call and April Strouse directed each commission member to state the name of their choice when called upon. The Commissioners voted unanimously to re-elect Dianne Mihocko as Vice Chairperson.

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Commissioner Mihocko was absent for this meeting but the following day an email was sent to her and she confirmed her acceptance of the nomination.

4. AUDIENCE QUESTIONS OR COMMENTS CONCERNING ITEMS NOT ON THE AGENDA.

There were no audience questions or comments.

5. CONSENT CALENDAR.

5.1 Presentation of Regular Meeting Minutes of December 19, 2017.

Chair Collins announced the Consent Calendar and asked for a motion.

Commissioner Walruff moved that the Consent Calendar be approved. Commissioner Prunty made a second. There was no further discussion. The motion passed unanimously by the voting members present.

6. CONSIDERATION OF ITEMS REMOVED FROM CONSENT CALENDAR.

7. 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.

7.1 Planning Application # 17-13: CUP

Applicant: Leslie Richardson, Richardson Veterinary Clinic

Presented by: Mike Upston, Planning Director

The public hearing was opened at 7:07P.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 members visited the site in preparation for the hearing.

All Commissioners were familiar with the site. Commissioner Wewerka went by the site in preparation for the meeting and stated her observations.

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.

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None were heard.

Chair Collins requested staff present its report.

Planning Director Mike Upston introduced the proposed Vet Clinic that would be located at 155 Alta Vista Dr, currently a vacant building. The application proposes operating a small animal vet clinic out of Suite A & B (previously joined). Mr. Upston explained to the commissioners that a Conditional Use Permit (CUP) would allow for this type of use in the commercial district and described the criteria needed to approve the use, most existing because of previous commercial businesses. Commissioner Grossman asked Mr. Upston if property owners within Poppy Village had been notified of the proposed vet clinic located at the entrance to the residential community. Mr. Upston confirmed that all legal notifications were made. Leslie Richardson re-iterated her intended use for the vet clinic. The Commissioners asked a few questions of Mrs. Richardson regarding specific procedural processes of her business. Commissioners, Mr. Upston and Mrs. Richardson continued to discuss amongst themselves concerns they wanted addressed prior to approval.

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

Chair Collins asked if staff had any final comments.
No additional comments were offered.

Chair Collins called for a motion to close the public hearing.
Commissioner Wewerka made a motion to close the public hearing and Commissioner Prunty made a second. The motion passed unanimously by the voting members present.

The public hearing was closed at 7:41P.M.

Chair Collins called for a motion on the application.
Commissioner Walruff made a motion that the Planning Commission adopt the findings and approve the application for site plan, landscape review with recommended conditions of approval as well as a condition that the facility shall not be used as a non-medical boarding facility. Commissioner Boughton made a second. The motion passed unanimously by the voting members present.

8. UNFINISHED BUSINESS.
None were heard.

9. NEW BUSINESS.

9.1 Staff presentation: Recap of 2017 Planning Department activity.

Mr. Upston gave the commissioners a brief summary of the Recap of 2017 Planning Department document provided in the packet.

10. REPORTS FROM PLANNING COMMISSION MEMBERS.

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10. REPORTS FROM PLANNING COMMISSION MEMBERS.

Commissioner Boughton mentioned he attended the open house that the BLM and Forest Service held in Shady Cove.

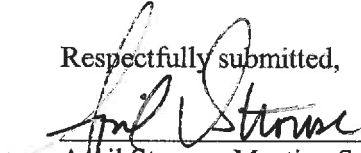
11. REPORTS FROM STAFF.

None were heard.

12. ADJOURN.

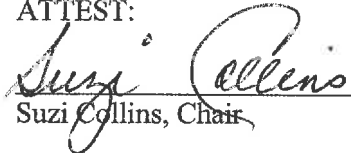
There was no further business to come before the Eagle Point Planning Commission and Chair Collins adjourned the meeting at 7:58P.M.

Respectfully submitted,



April Strouse, Meeting Secretary

ATTEST:



Suzi Collins, Chair

PLANNING COMMISSION
ROLL CALL 2/20/18

Council Liaison Kathy Sell- non voting		Start of 1st Hearing: 7:07PM					
Open of Meeting: 7:00PM		Close of 1st Hearing: 7:41PM					
Close of Meeting: 7:58PM							
Attendance	Chair	1st	2nd	Vice Chair	1st	2nd	Calendar
	Kevin Walruff	Suzi	Aaron Prunty	Dianne	Diane Mihocko		x
	Millie Wewerka	Suzi	Kevin Walruff	Dianne	Aaron Prunty		2nd/yes
	Ron Boughton	1st/Suzi	Millie Wewerka	Dianne	Kevin Walruff		1st/yes
	Suzi Collins	Suzi	Ron Boughton	2nd/Dianne	Millie Wewerka		yes
	Bernard Grossman	2nd/Suzi	Suzi Collins	Dianne	Ron Boughton		yes
Absent	Diane Mihocko	x	Bernard Grossman	1st/Dianne	Suzi Collins		yes
	Aaron Prunty	Suzi	Diane Mihocko	x	Bernard Grossman		yes
Hearing	7.1	Vet Clinic					
	Bernard Grossman	yes	Suzi Collins	yes			
	Diane Mihocko	x	Bernard Grossman	yes			
	Aaron Prunty	2nd/yes	Diane Mihocko	x			
	Kevin Walruff	yes	Aaron Prunty	yes			
	Millie Wewerka	1st/yes	Kevin Walruff	1st/yes			
	Ron Boughton	yes	Ron Boughton	2nd/yes			
	Suzi Collins	yes	Millie Wewerka	yes			