



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

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

REGULAR MEETING MINUTES

November 20, 2012

1. CALL TO ORDER.

Chairman Collins called the regular meeting of the Eagle Point Planning Commission to order at 7:00 p.m.

Commissioners Present: Suzi Collins, Millie Wewerka, Steve Hunter and Bernard Grossman.

Commissioners Absent: Kevin Walruff, Sharon Coupe and Diane Mihocko.

Staff Present: Henry Lawrence, City Administrator; Mike Upston, Principal Planner and Sara Miller, Planning Aide.

Guests: None.

2. FLAG SALUTE.

Principal Planner Mike Upston led the flag salute.

3. INTRODUCTION OF NEW PLANNING COMMISSIONER.

- Millie Wewerka

Chairman Collins welcomed Commissioner Wewerka, noting that she will be a great asset to the commission.

Each of the commissioners briefly introduced themselves.

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4. AUDIENCE QUESTIONS/COMMENTS (Items not on the agenda).

There were no audience members present.

5. PUBLIC HEARING(S).

There were no public hearings brought before the commission.

6. CONSENT CALENDAR.

6.1 Presentation of Regular Meeting Minutes of July 17, 2012.

Chairman Collins called for a motion on the Consent Calendar. Commissioner Hunter moved that the Consent Calendar be approved. Commissioner Grossman seconded the motion. There was no further discussion. Roll call: Suzi Collins, aye; Millie Wewerka, aye; Steve Hunter, aye; Bernard Grossman, aye. The motion passed unanimously by those present.

7. CONSIDERATION OF ITEMS REMOVED FROM CONSENT CALENDAR.

There were no items removed from the Consent Calendar.

8. UNFINISHED BUSINESS.

There was no unfinished business brought before the commission.

9. NEW BUSINESS.

There was no new business brought before the commission.

10. REPORTS FROM PLANNING COMMISSION MEMBERS.

There were no reports given by commissioners.

11. REPORTS FROM STAFF.

11.1 Planning Updates.

Mr. Upston noted that the updates would be informal, and the commissioners should feel free to ask questions. He went on to discuss the following items:

- **Regional Plan Adoption.** The Regional Plan for Jackson County has been approved and the urban reserve areas adopted by Eagle Point are final. Mr. Upston and the commissioners discussed the next steps for the process.

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- **New Maps.** Staff contracted with Rogue Valley Council of Governments (RVCOG) to provide new city maps. A long term goal is to have a computer available at the front counter where customers can access digital maps and other planning information.
- **Eagle Point Intercity Public Transportation Service Planning Report.** The Stakeholder Committee is looking at transit options, costs and management issues. The Draft Service Alternatives Report will be discussed at the December stakeholder meeting. There was a brief discussion between Mr. Upston and the commissioners on the topic.
- **Rogue Valley Metropolitan Planning Organization (RVMPO).** Eagle Point is working with the Technical Advisory Committee on items to be included in the Regional Transportation Plan, a document outlining provisions for long term regional transportation needs. Based on the most recent census population information, Eagle Point will be required to be part of the RVMPO. In prior years, the city was not officially part of the RVMPO, and received separate transportation funding. Mr. Upston explained that Public Works Director Robert Miller and City Councilor Ruth Jenks made an excellent proposal to the RVMPO that was accepted. The agreement will allow Eagle Point to receive a dedicated amount of transportation funding over the next three years, after which time the city will participate in the general RVMPO funding allocation. It was noted that based on the census, the RVMPO map has been redrawn to include Rogue River and Gold Hill.
- **Environmental Issues.** The Federal Emergency Management Agency (FEMA) works to reduce flooding by keeping waterways clear, while the National Marine Fishery Service (NMFS) works to create habitat for fish and other wildlife. The effort to reduce flooding potential in a stream corridor often times removes or disturbs habitat, and the two agencies have had competing interests for many years. The two agencies have come together to address the issue, which may affect the National Flood Insurance Program (NFIP). Eagle Point and other cities in the valley participate in the NFIP by placing building restrictions on properties within the floodplain. Citizens benefit by receiving reduced flood insurance rates.
- **Enterprise Zones.** The commissioners and Mr. Upston discussed requirements and eligibility for Enterprise Zones. The approval process for an established zone in Eagle Point will take place at the county level, and will include public notices and public hearings. The City of Ashland and City of Talent are also submitting applications to Jackson County.

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- St. John Lutheran School. Officials have met with staff regarding a new school facility on the existing church site.
- Creekside Center. The developer is constructing a new parking lot section to allow more parking capacity for existing buildings.
- Inn at Eagle Point. The proposed Inn property has been undeveloped for some time. Several interested parties have met with staff regarding different development options.
- Greenhills Planned Unit Development (PUD). The Zoning and Comprehensive Plan designation was changed to reduce the density to detached single family dwellings. The final plat application is currently on hold to resolve wetland restoration issues.
- The Butcher Shop. The owner submitted an application to expand a freezer area. The city has approved the application and the permit can be issued once a general contractor has been selected by the applicant.
- Development Inquiries. Quite a few people have talked to staff about development possibilities for various properties in town.
- Subdivision Approvals. Several subdivision approvals are expiring, one applicant will be requesting an extension from City Council.
- Harnish Wayside Visitor Center and Eagle Point Museum. New signs have been installed, as well as a sign on Highway 62 announcing the Visitor Center. Maintenance crews and volunteers will be continuing landscaping improvements, and other small improvements to the museum.
- Covered Bridge. Staff expects the bridge to receive final approval to be placed back on the National Register of Historic Places by the end of the year.
- City Beautification. Staff has been working with various community groups to improve and beautify the city. Public Works Director Robert Miller spearheaded a volunteer group to clean up the museum and clear a path along the creek from the museum to the covered bridge. Staff will also be working with the Eagle Point Women's Club to plant 4,000 flower bulbs in public locations around town before mid December.
- Planning Commission. Three commission terms will expire in December. Mr. Upston encouraged the seated commissioners to reapply for the positions. He hopes to have all appointments in place before the February commission

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meeting. Elections for Chair and Vice-Chair will take place at the first meeting in 2013.

12. INFORMATION.

12.1 City of Eagle Point Newsletter – November 2012.

The information was presented to the commission and there was no further discussion.

13. ADJOURNMENT.

There was no further business brought before the Planning Commission. Chairman Collins adjourned the meeting at 8:18 p.m.

Respectfully submitted,



Sara Miller, Planning Aide



Suzi Collins, Chairman