



# CITY OF EAGLE POINT

*"Gateway to the Lakes"*

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## OREGON

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

### **REGULAR MEETING AGENDA**

October 15, 2013

1. CALL TO ORDER - 7:00 p.m.
2. FLAG SALUTE.
3. AUDIENCE QUESTIONS/COMMENTS (Items not on the agenda).
4. PUBLIC HEARING(S).
5. CONSENT CALENDAR.
  - 5.1 Presentation of Regular Meeting Minutes of June 18, 2013.
6. CONSIDERATION OF ITEMS REMOVED FROM CONSENT CALENDAR.
7. UNFINISHED BUSINESS.
8. NEW BUSINESS.
9. REPORTS FROM PLANNING COMMISSION MEMBERS.
10. REPORTS FROM STAFF.
  - 10.1 Project and Activity Updates.
  - 10.2 National Community Planning Month.
11. INFORMATION.
  - 11.1 October 2013 City of Eagle Point Newsletter.
12. ADJOURNMENT.

*AGENDA AND COUNCIL PACKETS ALSO AVAILABLE ON WEBSITE*

*If a physical accommodation is needed to participate in this meeting, please contact the City Recorder at 541-826-4212 ext. 106 or TTY/TDD 711 or 800-735-2900. Notification of at least 48 hours prior to the meeting will assist the City in providing reasonable accommodations. (28 CFR 35.102-35.104 ADA Title II).*



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**EAGLE POINT PLANNING COMMISSION**  
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**June 18, 2013**

## REGULAR MEETING MINUTES

1. **CALL TO ORDER – 7:00 P.M.**

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

Commission Members Present: Suzi Collins, Bernard Grossman, Millie Wewerka, Kevin Walruff, Diane Mihocko, Steve Hunter and Council-Liaison Kathy Sell.

Commission Members Absent: Sharon Coupe.

Staff Members Present: Mike Upston, Principal Planner; and Sara Miller, Planning Aide.

Guests: Clark Stevens, Richard Stevens and Associates; Jeff Johnson, Windermere Real Estate.

2. **FLAG SALUTE.**

Commissioner Mihocko led the flag salute.

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

There were no audience questions or comments for items not on the agenda.

4. **PUBLIC HEARING(S).**

- 4.1 Planning Action #13-03, Greenhills Planned Unit Development Amendment and Tentative Subdivision Plat Amendment. A public hearing to request approval to amend a previously-approved planned development and recommend tentative subdivision plat approval for the Greenhills Village project located on Dianne Way, east of Merlee Circle (Map 351W34DC, lots 1400 and 1429 – 1450).

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Applicant/Agent: Clark Stevens, Richard Stevens & Associates  
Owner: AmericaWest Bank  
Submitted by: Mike Upston, Principal Planner (541) 826-4212, ext 111

Chairman Collins opened the public hearing at 7:01 p.m. and outlined the public hearing procedure. She asked if anyone felt that the Planning Commission did not have a right to make a decision on the application. No comments were given. None of the commissioners declared conflicts of interest or ex parte contacts.

Chairman Collins asked if any commissioners had visited the site in conjunction with the application. Chairman Collins and Commissioners Walruff, Mihocko and Hunter had visited the site. No comments were noted by the commissioners.

Mike Upston, Principal Planner presented the staff report. He reviewed the primary changes the applicant was proposing, including a decrease in the number of units, and detached rather than attached houses. Staff recommended approval of the application with conditions.

Commissioner Grossman asked if the documents should reflect a name change, as the owner of record has changed. Mr. Upston acknowledged that the name has been changed for the record.

Commissioner Wewerka asked if the reduction in homes would create a problem in the operation of the Homeowner's Association (HOA). Mr. Upston noted that the development size shouldn't be a variable for the success of the HOA.

Clark Stevens, Richard Stevens & Associates, approached the podium to answer questions from the commissioners.

There was discussion between the commissioners and Mr. Stevens regarding amending the Conditions, Covenants and Restrictions (CCR's) to allow flag poles. There was also discussion regarding the allowance of home child care and adult care facilities. Mr. Upston explained that the CCR's are tied to the Tentative Subdivision Plat approval which will go before City Council for approval. He will research the question of care facilities raised by Commissioner Hunter and present his findings to council with the CCR's.

There was no further testimony on the application.

Chairman Collins called for a motion to continue or close the hearing. Commissioner Mihocko moved that the hearing be closed. Commissioner Walruff seconded the motion. There was no further discussion. Roll call: Suzi Collins, aye; Millie Wewerka, aye; Kevin Walruff, aye; Steve Hunter, aye; Diane

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Mihocko, aye; Bernard Grossman, aye. The motion passed unanimously and the public hearing was closed at 7:31 p.m.

Chairman Collins called for a motion on the application. Commissioner Walruff moved that the Planning Commission approve the Planned Development Amendment and recommend Council approval of the Tentative Subdivision Plat Amendment with adoption of findings and recommended conditions. Commissioner Grossman seconded the motion. There was no further discussion. Roll call: Steve Hunter, aye; Suzi Collins, aye; Millie Wewerka, aye; Kevin Walruff, aye; Bernard Grossman, aye; Diane Mihocko, aye. The motion passed unanimously.

5. CONSENT CALENDAR.

5.1 Presentation of Regular Meeting Minutes of May 21, 2013.

Chairman Collins announced the Consent Calendar and asked for a motion. Commissioner Mihocko moved that the Consent Calendar be approved. Commissioner Hunter seconded the motion. There was no further discussion. Roll call: Kevin Walruff, aye; Suzi Collins, aye; Diane Mihocko, aye; Millie Wewerka, aye; Bernard Grossman, aye; Steve Hunter, aye. The motion passed unanimously.

6. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR.

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

7. UNFINISHED BUSINESS.

There was no unfinished business brought before the commission.

8. NEW BUSINESS.

There was no new business brought before the commission.

9. REPORTS FROM PLANNING COMMISSION MEMBERS.

Commissioner Wewerka referenced the discussion from the previous Commission meeting regarding the Eagle Point Hardware non compliance issue and asked for an update. Mr. Upston confirmed Eagle Point Hardware's non compliance with the condition of approval for the landscape material bin location. He has spoken with the owner and is monitoring the situation.

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Commissioner Hunter noted that Eagle Point Hardware also has quite a few banner signs that have been up for more than 30 days, in violation of the Sign Ordinance. There was further discussion of other businesses with non complaint signs. Mr. Upston noted that staff is working on the major non compliance issues as complaints are received. Commissioner Mihocko noted that it should be a priority to establish a policy regarding non compliant signs, and enforce the policy across the board.

Commissioner Hunter asked about the status of the Black Rock Coffee project. Mr. Upston reported talking to the applicant approximately two weeks prior. He has not heard from them since, and the city has not received a building permit application.

Commissioner Grossman reported that he lives in Poppy Village, a Planned Unit Development adjacent to the Eagle Point Golf Course. He noted that the land use approval for Poppy Village conditioned the developer to build a park in the development. He asked when the developer would be required to build the park, as most of the subdivision is built out. Mr. Upston will research the approval conditions and report back on his findings.

### 10. REPORTS FROM STAFF.

Mr. Upston gave an update on the non-compliant signs at the Carls Jr. restaurant, noting that staff sent letter and spoke with the manager who implied that the banners would be removed within a few weeks. He continued his report, giving a brief update of Planning Department activity.

There was discussion between the commissioners and Mr. Upston regarding the density requirements adopted during the Regional Problem Solving (RPS) process. Mr. Upston concluded that the designations are flexible providing that over time the densities balance out.

### 11. INFORMATION.

#### 11.1 June 2013 City of Eagle Point Newsletter.

The information was presented to the commission and there was not further discussion.

### 12. ADJOURNMENT.

Mr. Upston reported that there is not any business for the commission to conduct in July. Staff will notify the commissioners of the date of the next commission meeting.

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There was no further business to come before the Eagle Point Planning Commission and Chairman Collins adjourned the meeting at 7:55 p.m.

Respectfully submitted,

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Sara Miller, Planning Aide

ATTEST:

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Suzi Collins, Chairman



## Upcoming City Meetings

OCT 2.....	MUNICIPAL COURT @ 5:30 PM
OCT 7.....	ECONOMIC DEVELOPMENT @ 6:00 PM
OCT 8.....	CITY COUNCIL MEETING @ 7:00 PM
OCT 10.....	PARKS AND REC MEETING @ 7:00 PM
OCT 17.....	MUNICIPAL COURT @ 9:00 AM
OCT 22.....	CITY COUNCIL MEETING @ 7:00 PM
NOV 4.....	ECONOMIC DEVELOPMENT @ 6:00 PM
NOV 11.....	VETERANS DAY (CITY HALL CLOSED)
NOV 12.....	CITY COUNCIL MEETING @ 7:00 PM
NOV 14.....	PARKS AND REC MEETING @ 7:00 PM
NOV 19.....	PLANNING COMMISSION MEETING @ 7:00 PM
NOV 26.....	CITY COUNCIL MEETING @ 7:00 PM
NOV 28-29.....	THANKSGIVING (CITY HALL CLOSED)

### YOUR SPEED



### The Speed Sign

One of the City of Eagle Point Police Department's goals is traffic safety. Safety is accomplished through enforcement and education by formal education programs and through traffic enforcement on the street. A few months ago, the city purchased a radar reader board that displays the driver's speed as they travel down public roads. The newly acquired technology not only is a deterrent to slowing drivers on the road, but it keeps statistics as well. The statistics below show speed levels from 5-55 mph and the number of vehicles traveling past the reader board during a three-week period in August.

That is a lot of traffic on the road! RESULTS- Posted Speed is 25 mph and the average speed was 27 mph.

South Shasta Radar Reader  
Board Count Summary  
Aug 9-25, 2013

Speed	Count
0...5	0
5...10	95
10...15	283
15...20	1,997
20...25	9,175
25...30	12,236
30...35	3,039
35...40	293
40...45	20
45...50	2
50...55	1
<b>TOTAL</b>	<b>27,141</b>

### Annual Leaf Pickup

The City of Eagle Point will conduct its annual leaf pickup from Monday, November 18 through Friday, December 13, 2013. Pickups will not occur before or after these dates.



**Bagged Leaves Only** - Crews cannot pick up leaves containing any other debris. EXAMPLES: Limbs, Brush, Cuttings, Lawn Clippings, Garbage.

Bagged leaves must weigh less than 40 LBS or they will not be picked up.

All Bags should be placed behind the curb for pickup.

No Collections on private property.

**DO NOT PLACE BAGS ON THE STREET.**  
**DO NOT BLOW LEAVES INTO THE STREETS!!**

The City cannot specify the exact date leaves will be picked up on a particular street. Progress may be affected by weather, leaf volumes and other time demands placed upon the Public Works Department.

**DO NOT TELEPHONE THE CITY FOR PICKUPS.**

Any person wanting bagged leaves for mulch may request them by phoning the Public Works Shop at 541-826-4212 ext 138.

Placement of leaves in the public right of way including curbs or sidewalks other than as specified as pickup dates is a violation of City Ordinance 5-14 sec. 40.

### Police incident report

The Eagle Point Police Department received 294 calls for service between September 2nd - 15th.

- Theft - 13
- Suspicious Circumstances - 29
- Disturbance/Noise - 18
- Animal complaints - 11
- Vandalism - 5
- Assault - 5
- Burglary - 1
- Civil Complaint - 5
- Citations - 18



Police reports taken - 55

See website for more info on upcoming events  
[www.cityofeaglepoint.org](http://www.cityofeaglepoint.org)

*Need to talk to a Police Officer?*

*After Hours?*

*Non-Emergency?*

**Call 541-776-7206**



**Always Call 911 for an Emergency**

### UPCOMING EVENTS.....

- Gobble till you Wobble.....Nov 9th
- Christmas Lighting/Santa Claus.....Dec 6th

## Annual Bike Commute Challenge

Every so often you may see bicycle and/or pedestrian-oriented information in this newsletter. It may be about a street getting a sidewalk or bike lane, multipurpose paths being built, or things happening in our region that promote bicycling and walking as an alternative to driving our cars. We believe that providing a better environment for walkers and bicyclists is part of the equation for making a healthier and more livable community. Today, we're sharing an event that is happening right now – and it happens this time every year:



Every September the Bicycle Transportation Alliance (BTA) puts on their month-long Bike Commute Challenge. You can join the friendly competition to see who can bike to work the most during this month. The workplaces with the highest percentage of commutes by bicycle during the month win.

If you're interested, check out the BTA website to see if your workplace is already registered. If it isn't, you can register yourself and your workplace team at the same time. You become the Team Captain by default, but that can easily be changed. Then co-workers register to join that workplace team and log their bike trips during the month. At the end of the month, the BTA tallies the bike trips and ranks workplaces in size categories by the percentage of commutes achieved by bike. Then in October the BTA announces the winning companies in each category.

This is one of the ways people in our area are being encouraged to find alternative ways of getting to and from work other than by driving alone in a car. Of course, other options include car-pooling and, maybe someday in Eagle Point, taking the bus.

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## Complying with Land Use & Building Regulations

As mentioned in the September newsletter, one of the less glamorous duties the City finds itself having to be involved with is violations of land use and building regulations. In many instances where violations occur, we find it's simply that someone is unaware of the regulations. Our hope is that most people will comply with the rules if they understand them. We ask everyone to self-monitor to ensure our community is one that we can all be proud of. To help understand what's allowed and what's not, each month in this newsletter we'll spotlight one of the most common violations. This month we'll begin with signs.

### Illegal & Unpermitted Signs



The City regulates the design, placement and maintenance of signs through a permitting process, which is required for most new or modified signs. This protects property values by ensuring that signs are appropriate, compatible with the surrounding properties, and allow for the safe and free flow of traffic. Common illegal signs include those attached to poles, fences, trees, public property, and in the public right-of-way, as well as most banners, flag signs, and strings of pennants. In our town it's particularly common to see signs advertising yard and garage sales, real estate signs, and other advertising signs – many of which are not legal. Posting signs where they are not allowed isn't just illegal, it's unsightly for our community and can be dangerous to the public. If you'd like to know whether a sign you have in mind would be permissible, simply contact the Planning office at (541) 826-4212.

