



# CITY OF EAGLE POINT

*"Gateway to the Lakes"*

OREGON

## EAGLE POINT PLANNING COMMISSION

17 BUCHANAN AVENUE SOUTH, EAGLE POINT, OREGON

### REGULAR MEETING MINUTES

**July 19, 2011**

#### **1. CALL TO ORDER.**

Vice-Chairman Coupe called the regular meeting of the Eagle Point Planning Commission to order at 7:03 p.m.

Commissioners present: Sharon Coupe, Steve Hunter and Kevin Walruff.

Commissioners absent: Trenton Douglas, Suzi Collins.

Staff present: David Hussell, City Administrator; Robert Miller, Public Works Director; Bunny Lincoln, Principal Planner; Sara Miller, Planning Aide.

Nancy Leonard of the Upper Rogue Independent was also present.

Vice-Chairman Coupe announced that Commissioner Walruff would be arriving late and the meeting would diverge slightly from the agenda since there would not be a quorum at the meeting until he arrived. There was a question regarding whether three Commission members constituted a quorum and Bunny Lincoln explained that since there were two vacancies on the Commission, three Commissioners constituted a quorum until such time as the vacancies were filled.

#### **2. FLAG SALUTE.**

Vice-Chairman Coupe asked Caitlin Boyd to lead the flag salute.

### **3. ITEMS NOT ON THE AGENDA.**

There were none.

### **4. PUBLIC HEARINGS.**

There were none.

### **5. REPORTS FROM STAFF.**

Bunny Lincoln presented a slideshow of pictures from the 4<sup>th</sup> of July Centennial Parade.

Robert Miller reported that Eagle Point Hardware store and Hillside Elementary construction were progressing. He added that road widening near Nita Way would begin soon. Commissioner Hunter commented that he was impressed with the cleanliness of construction sites at Eagle Point Hardware and Hillside Elementary.

Bunny Lincoln added that she believed Eagle Point Hardware would be coming back before the Commission for signage approval, and she would provide each Commissioner with a copy of the sign code to familiarize them prior to the application.

### **6. WORKSHOP.**

#### **6.1 Eagle Point Strategic Plan Review and Update. Item will continue to August 16, 2011 meeting.**

David Hussell explained the background of the Strategic Plan, specifically the Strengths Weaknesses Opportunities and Threats (SWOT) Analysis. He explained that Staff, along with the Council, each of the Commissions, and the Chamber of Commerce would all be providing input into the SWOT analysis. He asked that the Commissioners put together their own individual SWOT analysis and bring it to the August Commission meeting for discussion. As an end result, a unified list from all of the groups would be compiled for the City Council which would be used to update the Strategic Plan.

David Hussell explained that there was some controversy with the existing sign code, which needed to be reviewed to ensure it reflects the contemporary needs of the community. The Planning Commission would be the body to update the code, with input from the Chamber of Commerce and Economic Development Commission.

### **7. CONSENT CALENDAR.**

- 7.1** Resignation of Commissioners Rachel Chartier and Bryan Coppedge.
- 7.2** Minutes of Previous Meeting – May 17, 2011.

Bunny Lincoln explained that the Consent Calendar should be approved in its entirety unless the Commission removed an item from the Calendar. David Hussell explained the purpose of the Consent Calendar and gave examples of instances that an item would be removed for further discussion. Vice-Chairman Coupe called for a motion on the Consent Calendar. Commissioner Walruff moved that the Consent Calendar be approved. Commissioner Hunter seconded the motion. There was no further discussion. Roll call: Kevin Walruff, aye; Steve Hunter, aye; Sharon Coupe, aye. The motion passed unanimously.

Vice-Chairman Coupe asked if a Commissioner could vote to approve the minutes of a meeting they had not attended. David Hussell explained that a Commissioner could vote to approve minutes even if they had been absent if they believe the minutes to be accurate. He went on to explain the role and responsibilities of a Planning Commissioner for land use approvals.

**8. CONSIDERATION OF ITEMS REMOVED FROM CONSENT CALENDAR.**

There were no items removed from the Consent Calendar.

**9. UNFINISHED BUSINESS.**

There was no unfinished business to come before the Commission.

**10. NEW BUSINESS.**

**10.1 Discussion and Recommendations to Council on RPS Plan amendments proposed by the Jackson County Planning Commission. (Resolution 2011-48).**

David Hussell explained that the Regional Problem Solving Plan had moved on to the County Commissioners. Bunny Lincoln explained that Staff supports amendment 3 and 6 that were proposed by the Jackson County Planning Commission and pertain directly to Eagle Point. She referenced amendment 6 and explained that there had been an error in previous buildable land calculation, using the net figure rather than the gross figure, and the amendment corrected that mistake. She went on to review Amendment 3, explaining that there was a movement to preserve agricultural land for future use rather than including it in developable land. Those advocating open agricultural lands have demanded the densities inside cities be increased and as a result, the proposed amendment would increase the density to 7.5 units per acre in 25 years; the current density being 5.2 units per acre with the city proposing a density of 6.5 in the initial plan. She noted that the previously proposed 6.5 units per acre would be in effect for the first 25 years of the plan. Continuing her report, Ms. Lincoln reviewed the zoning densities currently in effect in the city and explained that the zoning ordinances would be revamped as part of the Urban Growth Boundary expansion. She noted that architectural review standards should be considered in the future requirements of development in Eagle Point, citing the Twin Creeks development in Central Point as an example of a well planned development with low density, higher density, assisted living facilities and future mixed use residential and commercial. She showed photographs of the development as examples.

There was discussion of current developments in Eagle Point and Bunny Lincoln showed a slideshow of developments within the city and the densities they represent.

Audience member Milicent Wewerka asked if the 6.5 and 7.5 densities would apply only to new development or if the densities for existing city limits would change also. Bunny Lincoln explained that the UGB expansion could result in certain zoning densities increasing depending on how the developments choose to distribute the density. The Commission and Staff discussed examples of density options. David Hussell explained that the densities proposed for the RPS plan would only apply to lands brought into the urban reserve.

There was discussion regarding the importance of connectivity within neighborhoods and access to public parks and open space. Bunny Lincoln explained that with the expansion it would be important not to lose downtown as the central node of the community, ensuring all other nodes connect to downtown.

Bunny Lincoln suggested the Commissioners drive around and look at different subdivisions, with the knowledge of the densities as examples of what would be proposed as part of the RPS plan.

David Hussell explained that a recommendation on the RPS plan amendments could be given tonight by the Commission, or the discussion could be continued to the August meeting.

Commissioner Hunter asked if the proposed density of 7.5 units per acre would require every new development to be that amount. David Hussell explained that the density could be spread out, with areas of higher density, thus allowing for lower density in other areas, with the average new density in 25 years at 7.5 units per acre. He noted that the higher density developments could be done well, but standards would need to be set to ensure that developers were held to a high standard.

Bunny Lincoln explained that the UGB expansion would not bring in all of the selected urban reserves, it would only bring in what was needed for the buildable land inventory. The remaining reserves would stay outside the UGB until the next expansion. It was explained that the Planning Commission would need to decide what lands were brought in initially. David Hussell explained that Eagle Point only has 1/3 of the commercial land needed for a city of this size, and deciding where to locate commercial lands would be a decision made by the Commission. It was noted that the expansion and zoning process could be challenging and possibly contentious.

Commissioner Hunter moved that the Commission recommend adoption of the RPS Plan amendments 3 and 6 to City Council. Vice-Chairman Coupe seconded the motion. There was no further discussion. Roll call: Steve Hunter, aye; Kevin Walruff, aye; Sharon Coupe, aye.

David Hussell would pass on the recommendation and appropriate legislation to City Council.

**11. REPORTS FROM PLANNING COMMISSION MEMBERS.**

There were no reports offered by Commission members.

**12. INFORMATION.**

No further information was brought before the Commission.

**13. NEXT MEETING.**

Vice-Chairman Coupe announced that the next meeting of the Planning Commission would be held August 16, 2011 at 7:00 p.m. in the City Council Chambers.

**14. ADJOURNMENT.**

There was no other business to come before the Planning Commission and Vice-Chairman Coupe adjourned the meeting at 9:01 pm.

Respectfully submitted,

  
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Sara Miller, Planning Aide

ATTEST:

  
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Sharon Coupe, Vice-Chairman