



# City of Eagle Point

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## Planning Commission

EAGLE POINT PLANNING COMMISSION

17 S BUCHANAN AVE. EAGLE POINT, OREGON

January 21, 2020

### REGULAR MEETING MINUTES

1. CALL TO ORDER-6:00P.M.

Chair Collins called the meeting to order at 6:00 P.M.

Commission Members Present: Suzi Collins, Jerry Close, Travis Henson, Dianne Mihocko, Mike Smail, and Millie Wewerka.

Commission Members Absent: Dennis Godfrey

City Council Liaison: Kevin Walruff – Absent

Staff Members Present: Mike Upston, Planning Director, Robert Miller, Public Works Director & Devon Linebaugh, Meeting Secretary.

Audience Members and Guests: Seven guests present.

2. FLAG SALUTE

Chair Collins led the flag salute.

3. ELECTION OF CHAIR AND VICE CHAIR

Chair Collins opened the nominations for Chairperson for the Commission. Commissioner Mihocko nominated Suzi Collins to Chair. There were no further nominations. Chair Collins was unanimously voted as Chair by the voting members present.

Chair Collins opened the nominations for Vice Chair for the Commission. Chair Collins nominated Commissioner Mihocko as Vice Chair. There were no further nominations. Commissioner Mihocko was unanimously voted as Vice Chair by the voting members present.

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

There were no audience questions or comments.

5. PRESENTATIONS

None

6. CONSENT CALENDAR

6.1 Presentation of Regular Meeting Minutes of October 15, 2019.

Chair Collins announced the Consent Calendar, mentioning a correction that was made to the presented minutes and turned it over to Mrs. Linebaugh for further explanation. Mrs. Linebaugh explained that under Commissioners absent, Travis Henson was listed with the title of City Council Liaison and this title was deleted from the minutes as Commissioner Henson is not the City Council Liaison. Chair Collins asked for a motion to approve the Consent Calendar. Commissioner Wewerka moved that the Consent Calendar be approved. Commissioner Mihocko made a second. There was no further discussion. The motion passed unanimously by the voting members present.

7. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

None

8. PUBLIC HEARING

8.1 Planning Application #19-05:CUP/VAR (Little Eagles Preschool)

Conditional Use Permit and Variance to allow a preschool at 25 North Platt Avenue in the C-1 Retail Commercial zoning district.

The Public Hearing opened at 6:06 PM.

Mr. Upston presented an overview of the location and the proposed plan for the existing building as described in the Agenda Statement. Mr. Upston then explained the decision criteria for Conditional Use Permit Approval, Variance Approval, Conclusion of Law and Planning Commission Options were given.

Commissioner Smail asked about the age that would be served at the preschool, Mendy DeLong approached to podium to explain that the primary focus would be ages 5 and under and potentially afterschool care for school age children but under 12 as approved by the State of Oregon. Commissioner Smail also asked about pick up and drop off time as that is his understanding of concerns by nearby business and the High School. Ms. DeLong explained that pick up and drop off would vary depending on parent schedules. Commissioner Wewerka asked about an alternate entrance to the building, Ms. DeLong is not opposed. Mr. Miller explained staff concerns with using Platt for drop off and pick-ups explaining the concerns of exiting the vehicle in the road. Commissioner Hensen likes the proposed option for pick up and drop off on Napa as he believes it to be the better option. Commissioner Henson asks for Ms. DeLong to define the Preschool proposal asking if it would be more like daycare. Ms. DeLong explained that the primary

focus would be preschool but to offer the full time care that is needed by many parents. It was also mentioned that the maximum number of children that they could have is 16 so the maximum traffic impact would be 16 vehicles in the morning and 16 in the evening. Commissioner Smail talked about concerns with noise, Mr. Upston explains that the City's Municipal Code does address noise or other nuisance. Commissioner Wewerka asked about the zoning of the neighboring properties, Mr. Upston detailed the zoning of the downtown area and explained the conversion from Residential to Commercial.

Chair Collins asked if anyone else would like to speak in favor of the proposal. Larry Nathan, Property Owner of 25 N Platt Ave., offered his opinion on the proposed use of the existing property. Mr. Nathan spoke of the traffic concerns and offered his experience from operating a business in that location for years. Mr. Nathan expressed his feeling regarding the need for the sidewalks regardless of the outcome. Commissioner Wewerka asked if any previous tenants experienced parking issues or traffic corners. Mr. Nathan says no.

Ms. DeLong wanted to address some of the noise concerns and explained that outdoor play is limited and explained that the desire for this property is the nearby Park and High school and felt it would be a kid friendly area. Ms. DeLong also expressed their passion for this business and this Community.

Chair Collins asked if there were any audience members that would like to offer testimony against the proposal. None were heard

Chair Collins asked if staff had any further information to add. Mr. Upston asked the Commission to clarify the discussion on signage and Commissioner Wewerka explained that she was the one that suggested changing the pick-up and drop off location but after the discussion she agrees the proposed plan for Napa Street would be the better option.

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

The hearing closed at 6:46 PM

Chair Collins called for a motion on Planning Application #19-05:CUP/VAR (Little Eagles Preschool). Commissioner Mihocko moved to approve the application and Commissioner Hensen made a second. The motion passed unanimously by the voting members present.

Mr. Miller asked the Commission if they had any questions of him or the Public Works Department and if not asked that he be excused from the remainder of the Meeting. The Commission had none and Chair Collins excused Mr. Miller.

9. UNFINISHED BUSINESS

None.

10. NEW BUSINESS

10.1 Planning Department 2019 Recap.

Mr. Upston began his 2019 recap with a department overview and the responsibilities of both Staff and the Planning Commission. Mr. Upston then talked about the bigger projects being worked on by the Planning Department. The 2020 Census, RVTD pilot project, Rogue Valley Active Transportation Plan (RVATP), Historic Property Survey, City Branding, Regional Economic Development, and Statewide Land Use Legislation. Mr. Upston gave a recap on Current Planning which included new single family residential development, Multifamily residential development, Annexations and Commercial development. Mr. Upston spoke on Commission work talking about both the Planning Commission and the Community Development Commission and what their roles are. Lastly, Mr. Upston talked about internal initiatives explaining these are departmental tasks and activities related to our routine operations, as well as efforts to address just about anything believed to add value to our internal processes and/or serve a Community benefit.

11. REPORTS FROM COMMISSIONERS

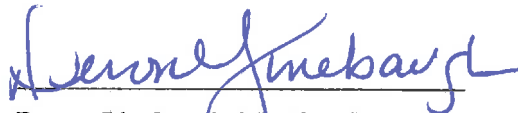
None

12. REPORTS FROM STAFF


None

13. ADJOURN

Meeting adjourned at 7:27 PM

  
Devon Linebaugh, Meeting Secretary

ATTEST:

  
Suzi Collins, Chair