



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

EAGLE POINT PLANNING COMMISSION
17 BUCHANAN AVE. SOUTH, EAGLE POINT, OREGON
REGULAR MEETING AGENDA
July 15, 2014

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 April 15, 2014.
6. CONSIDERATION OF ITEMS REMOVED FROM CONSENT CALENDAR.
7. UNFINISHED BUSINESS.
8. NEW BUSINESS.
 - 8.1 Planning Department Activity Update.
 - 8.2 Preliminary Discussion about Potential Amendments to the Eagle Point Zoning Ordinance.
9. REPORTS FROM PLANNING COMMISSION MEMBERS.
10. REPORTS FROM STAFF.
11. INFORMATION.
 - 11.1 July 2014 City of Eagle Point Newsletter.
12. ADJOURNMENT.

AGENDA AND COUNCIL PACKETS ALSO AVAILABLE ON WEBSITE

www.cityofeaglepoint.org

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).



CITY OF EAGLE POINT

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EAGLE POINT PLANNING COMMISSION

17 BUCHANAN AVE. SOUTH, EAGLE POINT, OREGON

April 15, 2014

REGULAR MEETING MINUTES

1. **CALL TO ORDER – 7:00 P.M.**

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

Commission Members Present: Suzi Collins, Sharon Coupe, Diane Mihocko, Steve Hunter, Millie Wewerka and Council Liaison Kathy Sell.

Commission Members Absent: Kevin Walruff and Bernard Grossman.

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

Guests: Bob Furry, Applicant.

2. **FLAG SALUTE.**

Vice Chair Coupe led the flag salute.

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

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

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

- 4.1 Planning Action #14-03:CUP/SPR (Furry Residential Conditional Use & Site Plan Review). Request for Conditional Use Permit and Site Plan Review approval to allow an approximately 1,875 square foot single family detached home at 105 North Shasta Avenue in the Multi-Family Medium Density (R-3) zoning district.

Applicant: Robert Furry

Owner: Robert Rood

Submitted by: Mike Upston, Planning Director (541) 826-4212, ext 111

Chairman Collins read the opening statement and introduced the public hearing. She asked if anyone felt that the Planning Commission did not have the right to make a decision on the matter. No comments were noted.

City of Eagle Point Planning Commission Meeting Minutes

April 15, 2014

Page 2 of 4

Chair Collins asked if there were any conflicts of interest or ex parte contacts needing to be declared by commissioners. None were declared.

Chair Collins asked those commissioners who had visited the site to note their observations for the record. Commissioner Wewerka commented that she observed the large electrical line that runs overhead across the property and also noted the proximity to Neva St.

Chair Collins asked for the staff report. Planning Director Mike Upston presented the staff report. He explained that several years ago a previous development approval had been granted by the Planning Commission for two attached two story townhomes on the subject property. He noted that over several years different parties have met with staff to discuss project feasibility and none have been able to make the configuration work given the very small size of the lots, location in the floodplain, and power line running overhead across the property. He noted that the applicant believes that a single family house is the best use of the property. Mr. Upston went on to show a PowerPoint presentation of the proposal (Submission No.1), and outlined what was involved in the approval process. He noted that staff was recommending approval of the project with revisions to the recommended conditions. He mentioned that one of the Public Street conditions in the staff report should be amended. Fee calculations had carried over from the previous approval that included three lots. Since Mr. Furry's application only includes two lots, which will be consolidated to one lot, the condition should be amended to read that the applicant will pay the City \$3,549.60 (52.2 lineal feet at \$68/lineal foot).

There was discussion among the commissioners regarding the location of the house in regard to the floodplain. It was noted that the home would be located outside of the mapped 100 year floodplain.

Chair Collins asked if the applicant would like the opportunity to make a presentation. Applicant Bob Furry approached the commission and asked them to take the proposal into consideration since it was the best use of the property. He believes the single family home would be more aesthetically pleasing than the two story townhomes previously approved. He noted that he will be living in the proposed home with his wife, it is not intended as a rental or to re-sell.

There were no specific questions for the applicant. There was no further testimony heard either in favor of, or opposed to the proposal.

Chair Collins asked if the approval body wished to continue or close the hearing. Vice Chair Coupe moved that the hearing be closed. Commissioner Hunter seconded the motion. There was no discussion. Roll call: Suzi Collins, aye; Sharon Coupe, aye; Steve Hunter, aye; Diane Mihocko, aye; Millie Wewerka,

City of Eagle Point Planning Commission Meeting Minutes

April 15, 2014

Page 3 of 4

aye; Bernard Grossman, absent; Kevin Walruff, absent. The motion passed unanimously by those present.

Chair Collins asked for a motion on the application. Commissioner Wewerka moved that the Planning Commission approve the application with the amended conditions. Vice Chair Coupe seconded the motion. There was no further discussion. Roll call: Sharon Coupe, aye; Steve Hunter, aye; Diane Mihocko, aye; Millie Wewerka, aye; Suzi Collins, aye; Bernard Grossman, absent; Kevin Walruff, absent. The motion passed unanimously by those present.

5. CONSENT CALENDAR.

5.1 Presentation of Regular Meeting Minutes of March 18, 2014.

Chair 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: Steve Hunter, aye; Diane Mihocko, aye; Millie Wewerka, aye; Suzi Collins, aye; Sharon Coupe, aye; Bernard Grossman, absent; Kevin Walruff, absent. The motion passed unanimously by those present.

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 to come before the commission.

9. REPORTS FROM PLANNING COMMISSION MEMBERS.

Chair Collins reported that the Saturday Market would begin May 3, 2014.

Commissioner Hunter reported that he has seen property values increase.

Commissioner Wewerka reported that April 7, 2014 was the deadline for commissioners to turn in their Statements of Economic Interest.

10. REPORTS FROM STAFF.

Mr. Upston reported that the city recently received two grants for substantial improvements to Linn Rd. and Stevens Rd. He further reported that there were quite a few city events coming up, and there were many volunteer opportunities available.

11. INFORMATION.

11.1 April 2014 City of Eagle Point Newsletter.

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

City of Eagle Point Planning Commission Meeting Minutes

April 15, 2014

Page 4 of 4

12. ADJOURNMENT.

The next meeting of the Planning Commission will be announced by staff.

There was no further business to come before the Eagle Point Planning Commission and Chair Collins adjourned the meeting at 7:45 p.m.

Respectfully submitted,

Sara Miller, Planning Aide

ATTEST:

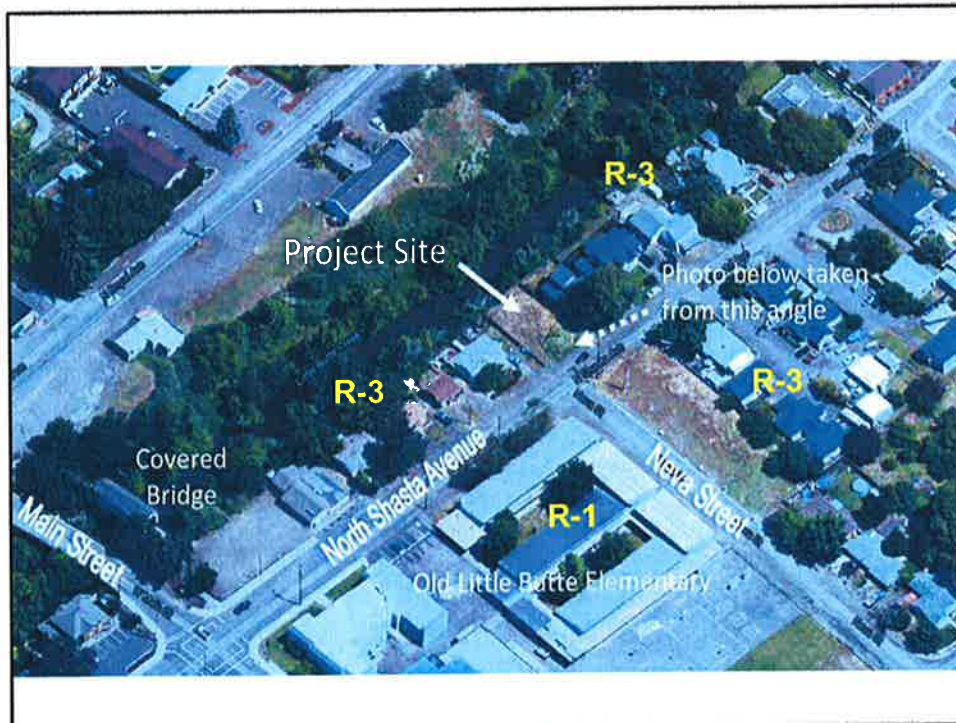
Suzi Collins, Chair

Application for a Conditional Use Permit & Site Plan Review

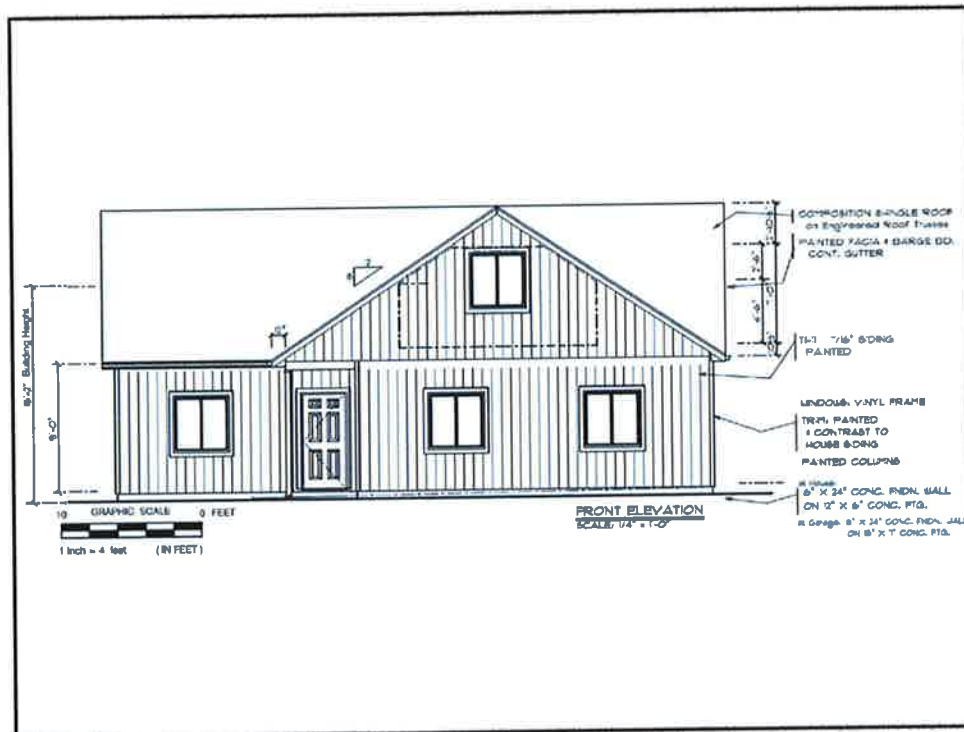
105 North Shasta Avenue

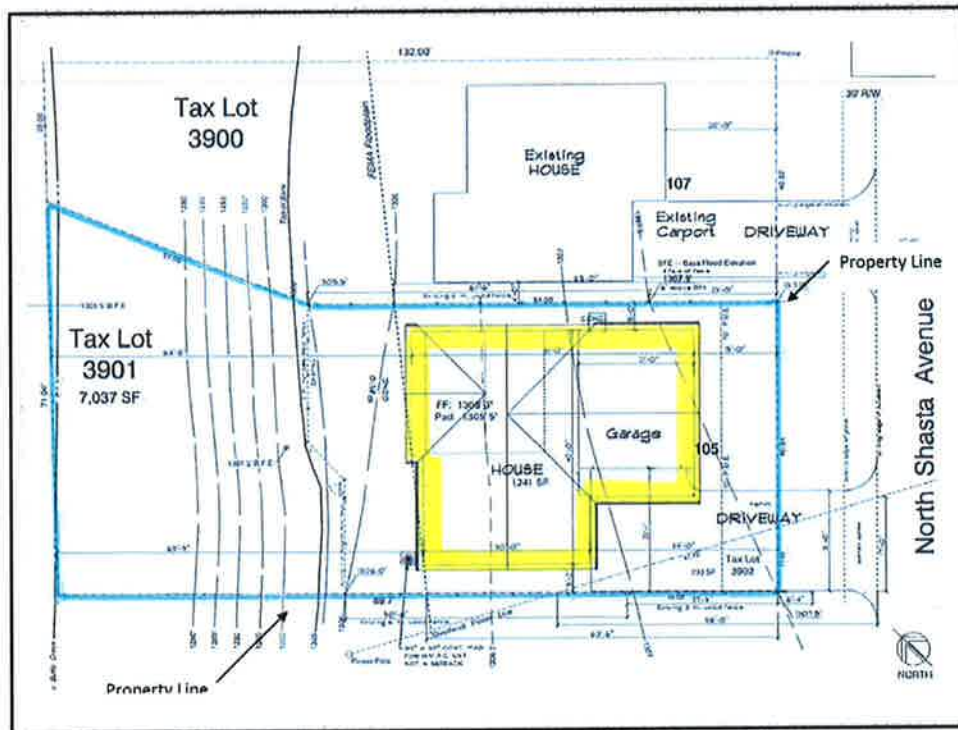


Public Hearing • Planning Commission • April 15, 2014



Planning Commission
Meeting – April 15, 2014
Submission No. 1
Submitted by: Mike Upston





Land Use Approval Requirements

- Conditional Use Permit
- Site Plan Review
- Boundary Line Adjustment

Decision Criteria for Conditional Use Permit Approval

- A. The conditional use is in conformance with the letter and intent of the Comprehensive Plan and Zoning Ordinance.
- B. The potential positive impacts outweigh the negative impacts of the conditional use as it relates to the public health, safety and general welfare of the area.
- C. The conditional use property and buildings are adequate in size and shape to accommodate said use, and all yard spaces, walls and fences, parking, loading, landscaping and other features are to standards required by the Zoning Ordinance.
- D. The conditional use relates to streets and highways adequate to width and pavement type to carry the quantity and kind of traffic generated by the proposed use.

Standards for Site Plan & Landscape Approval

- A. The site plan conforms with the general plans and ordinances of the City in terms of location and general development standards and all provisions of this Ordinance.
- B. The site plan adequately provides for pedestrian safety and general welfare of facility users.
- C. The project will satisfactorily take care of the traffic it generates by means of adequate off-street parking, access points and additional street right-of-way improvements.
- D. The project will be compatible with adjacent developments and will not adversely affect the land uses or character of the area.
- E. The project will take into consideration natural hazards found to exist on or adjacent to the site proposed for development.

Basic Requirements for All New Developments or Alterations of Existing Development

- A. Landscaping and Screening
- B. Street Frontage Improvements
- C. Street Access
- D. Solar Access, Light, Air & Shade
- E. Engineering
- F. Storage & Trash

Conclusions of Law

1. The application was declared complete.
2. The proposal has been found consistent with the Comprehensive Plan.
3. The proposal has been found consistent with the requirements of the Zoning Ordinance.
4. All legal notifications have been satisfied with respect to the application.
5. Concerns expressed by affected agencies have been mitigated.

Conditions of Approval

1. LANDSCAPING

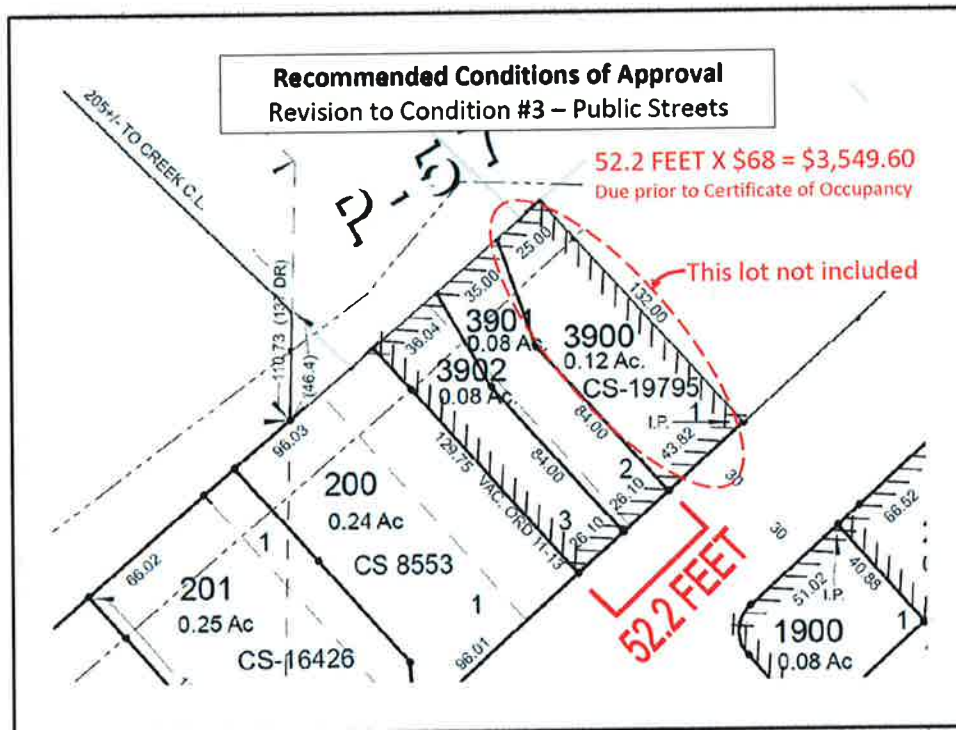
- Landscape plan
- Natural to the area and self-supporting
- Closely spaced
- Avoid a barren or dry appearance
- Avoid excessive bark, gravel, non-plant materials as groundcover

2. FLOODWAY DELINEATION

- Delineate the floodway on the Site Plan

3. PUBLIC STREETS

- Pay the City **\$6,528** (\$68/lineal foot) prior to the **issuance of a building permit** for future construction of the applicant's portion of the street.



Planning Commission Options

1. Adopt the Findings and approve the application with the recommended conditions; or,
2. Adopt the Findings and approve the application with revisions to the recommended conditions; or,
3. Deny the application; or,
4. Postpone action to a time specified providing additional information is required and the applicants or their representatives agree to postponement.

**BUSINESS OF THE PLANNING COMMISSION
EAGLE POINT, OREGON**

AGENDA STATEMENT

Item Number: 8.1
Meeting Date: July 15, 2014

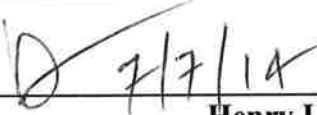
ITEM TITLE: Planning Department Activity Update.

SUBMITTED BY: Mike Upston, Principal Planner, (541) 826-4212 ext. 111

SUMMARY EXPLANATION: Mike Upston will present an update of Planning Department activity to date.

FINANCIAL IMPACT: N/A.

APPROVED FOR SUBMITTAL: _____

 7/7/14

Henry Lawrence, City Administrator

STAFF RECOMMENDATION: The update is provided for commission information.

**BUSINESS OF THE PLANNING COMMISSION
EAGLE POINT, OREGON**

AGENDA STATEMENT

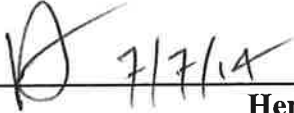
Item Number: 8.2
Meeting Date: July 15, 2014

ITEM TITLE: Preliminary Discussion about Potential Amendments to the Eagle Point Zoning Ordinance.

SUBMITTED BY: Mike Upston, Principal Planner, (541) 826-4212 ext. 111

SUMMARY EXPLANATION: Mike Upston will facilitate a preliminary discussion about potential amendments to the Eagle Point Zoning Ordinance regarding Downtown parking, vendor carts, and the Site Plan & Landscape Approval process.

FINANCIAL IMPACT: N/A.

APPROVED FOR SUBMITTAL:  7/7/14
Henry Lawrence, City Administrator

STAFF RECOMMENDATION: Staff recommends discussion.

July 2014

MEETINGS

July

- 2nd
Municipal Court 5:30 pm
- 4th
Closed ~ Enjoy 4th Activities
- 7th
Eco. Dev. Meeting 6:00 pm
- 8th
City Council Meeting 7:00 pm
- 15th
Planning Meeting 7:00 pm
- 17th
Municipal Court 9:00 am
- 22nd
City Council Meeting 7:00 pm

August

- 4th
Economic Dev Meeting 6:00 pm
 - 6th
Municipal Court 5:30 pm
 - 12th
City Council Meeting 7:00 pm
 - 14th
Parks & Rec Meeting 7:00 pm
- All meeting agendas and materials are posted on the City's website at:
www.cityofeaglepoint.org.

Agendas are also posted on the bulletin board in the lobby at:
City Hall
17 S. Buchanan Ave
Eagle Point, OR 97524

For questions regarding city meetings please contact the City Recorder, Cindy Hughes at
541-826-4212 ext 106
or
CindyHughes@cityofeaglepoint.org

2014 Eagle Point Street Dance



The 4th annual City-sponsored Street Dance will be held on Saturday evening, August 9th from about 6:30 – 9:30 pm on Main Street in Eagle Point's downtown. A

portion of Main Street will be blocked off to cars to make this a pedestrian-only event. Hay bales, tables and chairs will be set out, and a local band will play your favorite tunes for dancing or just sitting and singing along.

Last year, The Butcher Shop brought their mobile food cart and served mouth-watering barbeque and beverages. Even the local corvette club made a showing with a handful of shiny beauties lined up along the road. Over 100 people attended, spending a warm summer evening visiting with friends and family, eating great barbeque, enjoying the music, and of course dancing in the street. Come out this year and help make it another memorable event.

PUBLIC NOTICE

Public Office ~ Elections Information: The City of Eagle Point is accepting filings for candidacy for the elected offices of Mayor and three Council Member positions. All interested individuals should contact Cindy Hughes, City Recorder, at 541-826-4212 ext. 106 regarding deadlines, elections filing requirements, and to receive a Candidate Packet.

Vacancies on Commissions: The City of Eagle Point is accepting applications for persons interested in serving on the Planning Commission or the Economic Development Commission. Please visit the City's website for additional details at: www.cityofeaglepoint.org or the Bulletin Board in City Hall.

Eagle Point's 4th of July Celebration!

Known as one of the best 4th of July celebrations in Southern Oregon, Eagle Point is gearing up once again to provide another fantastic community event. Come Downtown on Friday, July 4th for a whole day and evening's worth of fun activities for the whole family. Starting at 8:00 am with a fun run, then a parade on Main Street at 11:00 am, vendor booths throughout the day, and a fireworks show when the sun goes down.



Check out the City's web site for more information and updates as the event draws closer or call Bunny Lincoln at 541-944-2446.

FIREWORKS SAFETY

Independence Day is just around the corner with warm weather, barbecues, and family get-togethers. This is the time when families bring their own fireworks to your house for celebration and good fun. So as you gather outside to light off some fireworks, let's do so safely with some reminders about the City Ordinance regarding fireworks, and what are legal or illegal fireworks. We would like everyone to have a good time on July 4th, but if you possess illegal fireworks you could be cited. We are predicting a very dry summer and the possibility of fire is very high this year, so the police department is taking a "zero tolerance" approach in enforcing the illegal fireworks Ordinance. If you light off illegal fireworks at your relative's house, you could subject them to a fine as the "Person in Charge" of the residence. Illegal fireworks can be very dangerous; in fact, over 8,000 people are injured each year by fireworks, so we want to encourage everyone to use fireworks legally and safely. Please check out our website for what are legal fireworks and some tips on fireworks safety.



Weed Abatement Reminder..

With the 4th of July approaching quickly, it is also a not so gentle reminder of weeds. If you had the opportunity to get a jump start, you are now into your second or even third mowing to keep them under control. City Public Works crews have been working all over town. We appreciate the work everyone is doing as we all need to do our part to keep growth down, reduce the fire danger and keep our City beautiful.

Code Enforcement will be notifying property owners with high weeds or excessive vegetation starting in June. The goal is to have all properties ready for the 4th of July weekend. Should you receive a notice that your property needs to be mowed or cleaned, you must complete the work within 5 days or you can be fined up to \$500, plus the cost to clean up the property. All weeds and vegetation will need to be removed before the official beginning of fire season. The property will need to be maintained until October 1, or until the official end of fire season. Contact Ben Franco at 541-826-9171 ext. 109 or BenFranco@cityofeaglepoint.org.



IMPORTANT DATES

July

4th of July parade and fireworks

August

5th National Night Out
16th Street Dance

Tour De Eagle Point a Hit!



On Saturday, June 7th at 9 o'clock on a beautiful, sunny morning, over 100 spirited individuals took off on their bikes from Little Butte Elementary School to pedal in the City's annual bike ride known as "Tour De Eagle Point." They headed across town and out into the valley in groups following the 10K, 30K, 50K, or 100K routes.

The 100K (62 miles) looped out to Lake Creek, back through White City, Touvelle, Sam's Valley and Gold Hill. The 50K (31 miles) also looped out to Lake Creek and White City, but circled back to Eagle Point from there. The 30K (18 miles) contained easy riding to Brownsboro, White City and back. And the 10K (6 miles) stayed within Eagle Point and away from most hills. All of the courses were generally flat and had interesting terrain, rest stops and refreshments along the way.

But you don't need an organized bicycle event to enjoy a day like that. Eagle Point is fortunate to be located in a scenic, semi-rural setting, with close proximity to farmland, rolling hills, oak forests, creeks, and nice neighborhoods. And our town is small enough that downtown, the creek, the mill, parks, city hall, library, and post office are within walking or bicycling distance of our homes and businesses. If we want to get out of town on a bicycle, miles of rural back roads go in every direction and are suitable for an out-and-back or looped ride.

Building Community in Eagle Point

We hear a lot of talk these days about supporting and strengthening our communities. There are many ways that individuals can help build a better community. Along with your own creativity, here are some ideas to start with:

- **Get to know your neighbors.** One of the best ways that individuals can help build a better community is to get to know your neighbors. Just interacting with the people you live near can significantly strengthen your community and spur organization. Engaging with your neighbors and community groups doesn't have to be about meetings and goings-on at city hall, though we're fortunate to have many here who volunteer their time for the greater good. Simply getting outside and getting to know your neighbors can lead to great things. And with a little effort there are many activities that can strengthen a neighborhood and encourage people to become acquainted with one another.



- **Turn your front yard into your back yard.** How often do you run into your neighbors in your backyard? Probably never. Moving your backyard activity to the front instantly makes you more visible and approachable. Establishing front-yard gardens, building community benches and even just barbecuing in your front yard are all great ways to connect with your community.
- **Organize a garden tour.** Got a thriving garden? Why not share it with others? Organize a neighborhood garden tour and invite neighbors to check out one another's gardens to learn growing tips, sample fresh produce and mingle.
- **Plant a tree.** Maybe it's an intersection or a street corner that lacks greenery, or maybe it's a neighbor in need of some landscaping, but planting trees is a good way to overhaul your neighborhood and build ties with neighbors. And you'd be contributing to your city's proud status as a "Tree City USA."
- **Throw a block party.** There's no better way to get to know your neighbors than over food and drinks. Check with City Hall about any permits needed.
- **Set up an emergency preparedness network.** If disaster strikes it's important to have people who know what to do. Establishing a common meeting space for your neighbors, appointing community members to take on various roles and having supplies ready can help strengthen your neighborhood and make things less chaotic during an emergency.
- **Set up a tool library.** How often do you need a leaf blower? Or a chain saw? And how often do you use that electric cake mixer? Tool libraries answer this dilemma by creating a space where neighbors can donate rarely used appliances to share. Check with a local business, community center or church group about space that can house a tool library.
- **Go for more walks and bike rides.** One of the easiest things you can do to get to know your neighbors is hit the pavement more often.
- **Carpool.** Often times people living in the same neighborhood work in the same area. Set up a ride share in your neighborhood to save gas and money and to get to know your neighbors.
- **Buy and shop locally.** You're more likely to run into members of your community if you shop at local boutiques and grocery stores.