



CITY OF EAGLE POINT

"Gateway to the Lakes"

OREGON

EAGLE POINT CITY COUNCIL

Council Chambers
17 Buchanan Ave. South, Eagle Point, Oregon
September 8, 2015

REGULAR MEETING AGENDA

1. CALL TO ORDER – 7:00 P.M.
2. FLAG SALUTE AND INVOCATION
3. AUDIENCE QUESTIONS OR COMMENTS CONCERNING ITEMS NOT ON THE AGENDA
4. PRESENTATIONS
5. PUBLIC HEARINGS
 - 5.1 Public Hearing in the matter of a request for the reactivation of, and amendment to, Final Order #02/03-31:SUB/PUD/CUP (Cottonwood Village Subdivision) to allow modifications to the original approval applicable to the undeveloped portion of the project site. This property does not yet have a street address, and is therefore described as map 361W03BD, tax lot 13101, on Cottonwood Drive in the R-3 Multi-Family Medium Density zoning district. Planning Action #15-03:SUB/PUD/CUP (Cottonwood Phase II).
6. CONSENT CALENDAR
 - 6.1 Presentation of Regular Meeting Minutes of August 25, 2015.
7. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

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 Council Agenda

September 8, 2015

Page 2 of 2

8. PRESENTATION OF BILLS TO BE PAID
9. OLD BUSINESS
 - 9.1 Discussion regarding local regulation of legal marijuana.
10. NEW BUSINESS
 - 10.1 Resolution No. 2015-47. A Resolution authorizing the reactivation of, and amendment to, Final Order #02/03-31:SUB/PUD/CUP (Cottonwood Village Subdivision) to allow modifications to the original approval applicable to the undeveloped portion of the project site. Planning Action #15-03:SUB/PUD/CUP (Cottonwood Phase II).
 - 10.2 Resolution No. 2015-48. A Resolution authorizing an Intergovernmental Agreement in Support of a Community Development Block Grant from the 2015 Community Development Block Grant Program administered by the Oregon Business Development Department, Infrastructure Finance Authority.
 - 10.3 Resolution No. 2015-49. A Resolution approving a job description and salary range for a Permit Technician.
11. REPORTS FROM CITY COUNCIL AND CITY COMMITTEE REPRESENTATIVES
12. STAFF REPORTS
13. INFORMATION
14. ADJOURN

AGENDA AND COUNCIL PACKETS ALSO AVAILABLE ON WEBSITE

www.cityofeaglepoint.org

**BUSINESS OF THE CITY COUNCIL
EAGLE POINT, OREGON**

AGENDA STATEMENT

Item Number: 5.1 and 10.1

Meeting Date: September 8, 2015

ITEM TITLE: Public Hearing in the matter of a request for the reactivation of, and amendment to, Final Order #02/03-31:SUB/PUD/CUP (Cottonwood Village Subdivision) to allow modifications to the original approval applicable to the undeveloped portion of the project site. This property does not yet have a street address, and is therefore described as map 361W03BD, tax lot 13101, on Cottonwood Drive in the R-3 Multi-Family Medium Density zoning district. Planning Action #15-03:SUB/PUD/CUP (Cottonwood Phase II).

Applicant/Agent: Gary Whittle, American Building Company
Owner: Harold Munson
Submitted By: Mike Upston, Planning Director (541) 826-4212, ext. 111

Resolution No. 2015-47. A Resolution authorizing the reactivation of, and amendment to, Final Order #02/03-31:SUB/PUD/CUP (Cottonwood Village Subdivision) to allow modifications to the original approval applicable to the undeveloped portion of the project site. Planning Action #15-03:SUB/PUD/CUP (Cottonwood Phase II).

I. BACKGROUND & PROPERTY OVERVIEW

The two-phase, 26-lot Cottonwood Village Tentative Subdivision Master Site Plan was approved by the City in 2005. Refer to Attachment No. 1 for a location map, aerial view and street view of the property. Shortly after tentative subdivision approval, a final subdivision map was recorded for the Phase I portion and 19 homes were constructed there. Now the property owner would like to complete a revised version of Phase II as depicted in Attachment No. 2, and as described within the amended version of Final Order #02/03-31:SUB/PUD/CUP provided in Exhibit A to Attachment No. 3.

II. LAND USE APPROVAL REQUIREMENTS

Eagle Point Subdivision Ordinance, Chapters 16.08 and 16.12 establish the decision-making process for Tentative Subdivision Plans. These require a Type B quasi-judicial, discretionary decision by the City Council upon receiving a recommendation from the Planning Commission. The findings for Tentative Subdivision Plan approval are addressed under Section III on the next page of this report.

Planned Developments in the R-3 Multi Family Medium Density zoning district require approval of a Conditional Use Permit. EPZO 17.76 establishes the decision process for Planned Developments, and EPZO 17.84 establishes the decision process for Conditional Use Permits. Both of these involve a Type B quasi-judicial, discretionary decision by the Planning Commission. This decision does not advance to the City Council unless

appealed. The standards for Planned Development and Conditional Use Permit approval are addressed under Sections IV and V on the next page of this report.

III. STANDARDS FOR TENTATIVE SUBDIVISION APPROVAL

Eagle Point Subdivision Ordinance (EPSO) 16.08 specifies the information required to be shown on, and provided with, tentative subdivision plans. This includes information depicting the objectives of the project (EPSO 16.08.010), drawing scale (EPSO 16.08.020), general information (EPSO 16.08.030), existing conditions (EPSO 16.08.040), requirements regarding partial development (EPSO 16.08.050), explanatory information (EPSO 16.08.060), supplemental proposals (EPSO 16.08.070), and preliminary review (EPSO 16.08.080).

Finding: The amended tentative subdivision plan conforms to the relevant provisions of the Eagle Point Subdivision Ordinance and is generally consistent with the plan originally approved under Final Order No. 02/03-31SUB/PUD/CUP.

IV. STANDARDS FOR PLANNED DEVELOPMENT APPROVAL

EPZO 17.76.040A - F specifies the general standards that must be met by projects utilizing the Planned Development provisions of the Eagle Point Zoning Ordinance.

Finding: The project consists of single family detached homes, which may only be permitted in the R-3 zoning district upon receiving Planned Development approval. The proposal meets the standards of EPZO 17.76.040A - F and is generally consistent with the project originally approved under Final Order No. 02/03-31SUB/PUD/CUP which includes a mix of single family detached and attached homes.

V. STANDARDS FOR CONDITIONAL USE PERMIT APPROVAL

EPZO 17.84.050A - D specifies the findings that must be made by projects required to obtain a conditional use permit.

Finding: The proposal meets the standards of EPZO 17.84.050A - D and is generally consistent with the project originally approved under Final Order No. 02/03-31SUB/PUD/CUP. Certain conditions of approval are modified in the amended Final Order to address impacts limited to this Phase II project, and to acknowledge a change in the City's expectations regarding previously-required improvements to the intersection of Old Highway 62 and Highway 62.

VI. CONCLUSIONS

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

APPROVED FOR SUBMITTAL:

A 9/3/15

Henry Lawrence, City Administrator

STAFF RECOMMENDATION: Motion to approve **Resolution No. 2015-47**, a Resolution authorizing the reactivation of, and amendment to, Final Order #02/03-31:SUB/PUD/CUP (Cottonwood Village Subdivision) to allow modifications to the original approval applicable to the undeveloped portion of the project site. Planning Action #15-03:SUB/PUD/CUP (Cottonwood Phase II).

PLANNING COMMISSION RECOMMENDATION: Under authority established in the Eagle Point Zoning Ordinance (EPZO 17.76 and 17.84), the Planning Commission approved the Planned Unit Development & Conditional Use Permit as submitted at their August 18, 2015 meeting; and recommends that the City Council approve the associated Tentative Subdivision, pursuant to Council's authority under Section 16.12.020 of the Eagle Point Subdivision Ordinance.

CITY COUNCIL OPTIONS:

1. Approve **Resolution No. 2015-47** to Adopt the Findings and approve the Tentative Subdivision application; or
2. Approve **Resolution No. 2015-47** to Adopt the Findings and approve the Tentative Subdivision application with revisions and/or conditions; or
3. Deny the Tentative Subdivision application; or
4. Postpone action to a time specified providing additional information is required and the applicants or their representatives agree to such postponement.

ATTACHMENTS:

Attachment No. 1 - Location Map, Aerial View and Street View

Attachment No. 2 - Tentative Subdivision Plan Drawings

Attachment No. 3 - Resolution No. 2015-47 with Exhibit A - Final Order No. 02/03-31: SUB/PUD/ CUP (amended)

ATTACHMENT NO. 1

Location Map, Aerial View and Street View

Location Map



Aerial View



Street View



ATTACHMENT NO. 2

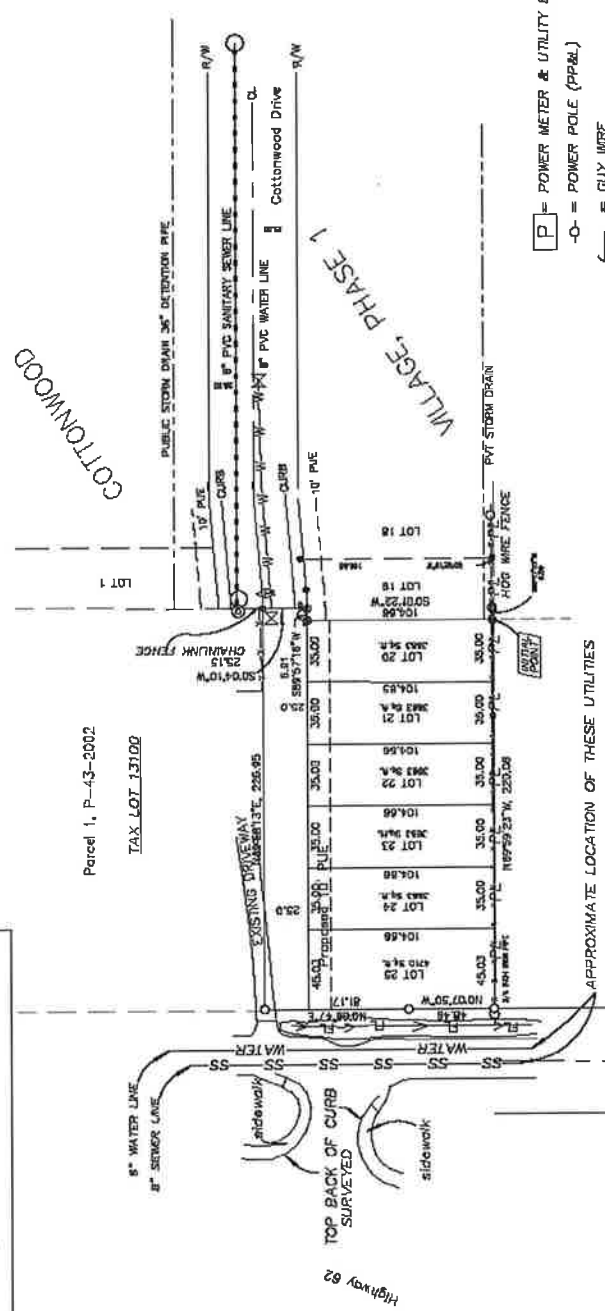
Tentative Subdivision Plan Drawings

ORIGINAL APPROVED PHASE 2

TENTATIVE PLAN 6 LOTS
COTTONWOOD VILLAGE PHASE II

of
A part of Parcel 2, P-43-2002
located in the
NORTHWEST QUARTER OF SECTION 03,
TOWNSHIP 36 SOUTH, RANGE 1 WEST,
WILLAMETTE MERIDIAN, CITY OF EAGLE POINT,
JACKSON COUNTY, OREGON

for
AMERICAN BUILDING COMPANY
1588 UPPLAND PLACE
MEDFORD, OREGON 97504



- LEGEND**
- FOUND 3" BRASS CAP - SECTION CORNER
 - FOUND 1/2" BRASS CAP - 1/4 SECTION CORNER
 - FOUND 2 1/2" BRASS CAP - O.L.C. CORNER
 - FOUND 2 1/2" BRASS CAP - STREET CENTERLINE
 - FOUND 5/8" IRON PIN, L.S. 2003
 - SET 5/8" x 30" IRON PIN w/ YELLOW PLASTIC CAP MARKED "FARBER PLS 2189"
 - SET 5/8" x 24" IRON PIN w/ YELLOW PLASTIC CAP MARKED "FARBER PLS 2189"
 - S/N = RECORD FILED SURVEY NUMBER
 - M.K. = METEORIC MONUMENT
- RECORD SURVEY DATA IS SHOWN IN PARENTHESES ADJACENT TO MEASURED SURVEY DATA UNLESS OTHERWISE NOTED.
- 100% METEORIC MONUMENT AS RECORDED IN THE OFFICIAL RECORDS OF JACKSON COUNTY, OREGON.
- PUE = PUBLIC UTILITY EASEMENT FOR POWER, PHONE, GAS, AND CABLE TV.

- [P] = POWER METER & UTILITY BOX
- O- = POWER POLE (PP&L)
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- = STORM DRAIN CATCH BASIN
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- ** = FIRE HYDRANT
- ⊗ = WATER VALVE
- ⊙ = CLEANOUT
- = SANITARY SEWER MANHOLE
- FL- = FLOW LINE
- PL- = POWER LINE (PP&L)

BASIS OF BEARING IS TRUE NORTH, NAD 83/01 DATUM, AS DERIVED BY GLOBAL POSITIONING SYSTEM OBSERVATIONS.

SCALE: 1" = 50'

REGISTERED PROFESSIONAL LAND SURVEYOR

ORONOKO
JULY 28, 1985
HOBBS #108
RENEWAL DATE 12-31-15

Surveyed by:
FARBER & SONS, INC. dba

PO BOX 5288
433 OAK STREET
CENTRAL POINT, OREGON 97502
(541) 864-5589

DATE: DECEMBER 3, 2014
JOB NO.: 1302-04
SP: COTTONWOOD VILLAGE PHASE II PARTIALLY
DRAWN BY: TAF DWG. DATE: 12-13-13 REVISION BY: NAF DATE: 12/01/14

ORIGINAL APPROVED PHASE 2

TEMPORARY PLAN 5 LOTS
COTTONWOOD VILLAGE PHASE II

A part of Parcel 2, P-43-2002
located in the
NORTHWEST QUARTER OF SECTION 03,
TOWNSHIP 36 SOUTH, RANGE 1 WEST,
WILLAMETTE MERIDIAN, CITY OF EAGLE POINT,
JACKSON COUNTY, OREGON

for
AMERICAN BUILDING COMPANY

1588 JACKSON PLACE
MEDFORD, OREGON 97504

LEGEND

- 1 - PINE 3" BRASS CAP - METAL GROUP
- 2 - PINE 2 1/2" BRASS CAP 1/4" SILVER DRINK
- 3 - PINE 2 1/2" BRASS CAP - 1/2" OXIDER
- 4 - PINE 2 1/2" BRASS CAP - STREET CONTINUM
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- 100 - PINE 1 1/2" BRASS CAP - 1/2" OXIDER

SECOND SURVEY DATA & OTHER INFORMATION IS INCORPORATED
HEREIN AS A REFERENCE TO THE RECORDS OF THE
COUNTY CLERK, OREGON
FOR THE CITY OF EAGLE POINT, OREGON
PUBLIC UTILITY EXEMPT FOR WATER MAIN, GAS AND SANITARY

Surveyed by
FARRER & SONS, INC.



P.O. BOX 2808
415 OAK STREET
EAGLE POINT, OREGON 97503
(503) 864-5899

Date: SEPTEMBER 2, 2011
Job No: 1105-04
Project: COTTONWOOD VILLAGE PHASE II



- 1 - FIRE HYDRANT
- 2 - WATER VALVE
- 3 - CURB/POUT
- 4 - SANITARY UTILITY MANHOLE
- 5 - FLAG POLE
- 6 - POWER LINE (TYPICAL)
- 7 - PUMP HOUSE & UTILITY BOX
- 8 - POWER POLE (TYPICAL)
- 9 - WATER METER
- 10 - TELEPHONE RISER
- 11 - AIR RELIEF VALVE
- 12 - STORM DRAIN COLLECTION
- 13 - SANITARY UTILITY LINE

DATE OF DRAWING
IS THIS DATE
MAY BE MADE BY
AS LINDA BY
GENERAL
POSITIONING SYSTEM
OBSERVATION



DATE: 12-11-11
JOB NO: 1105-04
GENERAL JAR 12-11-11

AMENDED PHASE 2

TENTATIVE PLAN 5 LOTS
COTTONWOOD VILLAGE PHASE II

of
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A part of Parcel 2, P-43-2002

NORTHWEST QUARTER OF SECTION 03,
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LEGEND

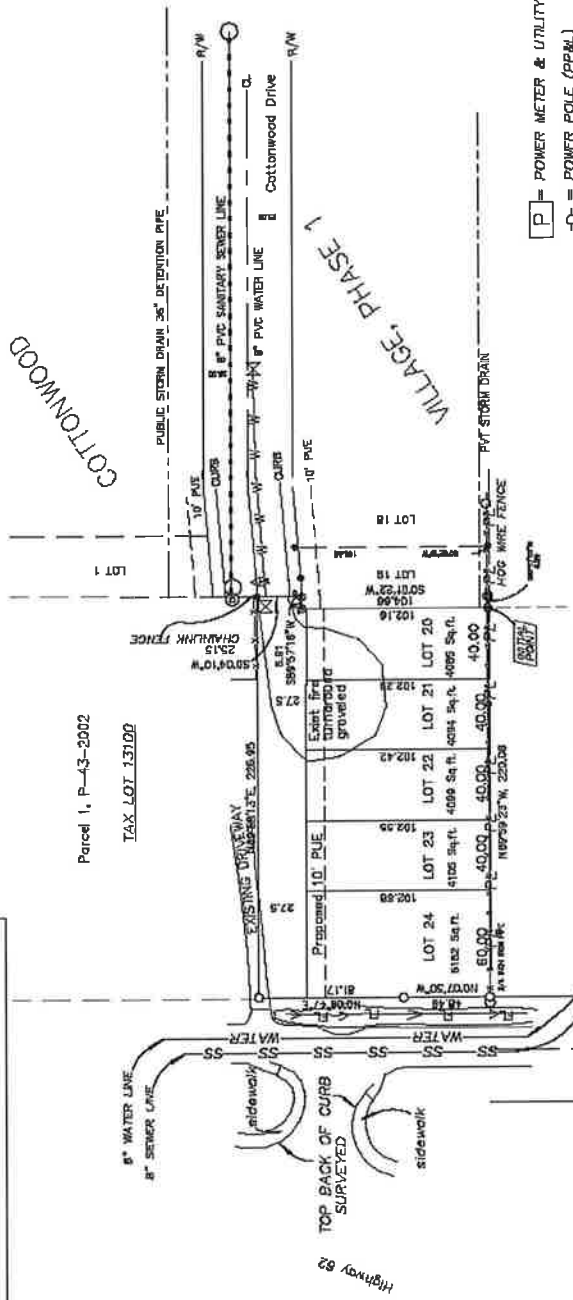
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- RECORD FILED SURVEY NUMBER
- W.K. - WITNESS MONUMENT

- RECORD SURVEY DATA IS SHOWN IN PARENTHESES ADJACENT TO MEASURED SURVEY DATA WHERE APPLICABLE.
- INSTR. NO. - INSTRUMENT NUMBER AS RECORDED IN THE OFFICIAL RECORDS OF JACKSON COUNTY, OREGON.
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Surveyed by
FARBER & SONS, INC. dba

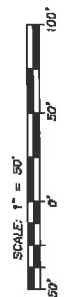
PC BOX 5286
431 OAK STREET
CENTRAL POINT, OREGON 97502
(541) 564-5599

DATE: DECEMBER 3, 2014
JOB NO.: 1302-04
BY: COTTONWOOD VILLAGE TENTATIVE PARTITIONING
DATE: 12/03/14



- [P] = POWER METER & UTILITY BOX
- O- = POWER POLE (PP&L)
- ← = GUY WIRE
- B = WATER METER
- = TELEPHONE RISER
- x-x- = FENCE
- ∩ = AIR RELIEF VALVE
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BASIS OF BEARING
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AND ALL DISTANCES
AS DETERMINED BY
GLOBAL POSITIONING
SYSTEM
OBSERVATIONS.



REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
JULY 23, 1983
RENEWAL DATE 12-31-15

Sheet 1 of 1

AMENDED PHASE 2

TENTATIVE PLANS LOTS
COTTONWOOD VILLAGE PHASE II

A part of Parcel 2, P-43-2002

located in the
NORTHWEST QUARTER OF SECTION 03,
TOWNSHIP 36 SOUTH, RANGE 1 WEST,
WILLAMETTE MERIDIAN, CITY OF EAGLE POINT,
JACKSON COUNTY, OREGON

for
AMERICAN BUILDING COMPANY
1588 W. PELAND BLVD.
MEDFORD OREGON 97504

LEGEND

- 1 - ROAD 3" BRIDE C&E SECTION CORNER
- 2 - ROAD 2" 1/2" BRIDE C&E SECTION CORNER
- 3 - ROAD 2" 1/2" BRIDE C&E - ELLC ENDING
- 4 - ROAD 2" 1/2" BRIDE C&E - STREET CENTERLINE
- 5 - ROAD 2" 1/2" BRIDE C&E - U.S. ROAD
- 6 - ROAD 2" 1/2" BRIDE C&E - YELLOW PLYWOOD C&E MARKED
- 7 - ROAD 2" 1/2" BRIDE C&E - YELLOW PLYWOOD C&E MARKED
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APPROXIMATE LOCATION OF THESE UTILITIES



- P - POWER METER & UTILITY BOX
- G - GAS METER (HARDY)
- W - WATER METER
- D - DRAINAGE METER
- AP - AIR PUMP VALVE
- ST - STORM DRAIN CATCH BASIN
- SS - SANITARY SEWER LINE
- II - TIE HYDRAUT
- M - WATER VALVE
- Ø - CLEANOUT
- - SANITARY SEWER MANHOLE
- — — — — 1" - 1" 10' 10"
- — — — — POWER LINE (PP&L)

BASED ON BEARING
TO VINE ROCK
MAD 8/2/01 DATA
AS PERMITTED BY
CLASSEN ENGINEERING SYSTEMS
OBSERVATIONS

SCALE: 1" = 50'

50' 0' 50' 100'

REGISTERED PROFESSIONAL
LAND SURVEYOR

DATE: 12-1-05

Sheet 1 of 1

PREPARED BY: [Name]

DATE: 12-1-05

AMERICAN BUILDING COMPANY

1588 W. PELAND BLVD. MEDFORD, OREGON 97504

TEL: 531.554.8532

FAX: 531.554.8532

ATTACHMENT NO. 3

Resolution No. 2015-47