



MINUTES
Code Review
Ad-Hoc Committee

June 9, 2022 at 6:00 P.M.
Virtual Meeting - Coburg City Hall
91136 N Willamette Street

COMMITTEE MEMBERS PRESENT: John Fox, City Councilor; Patty McConnell, City Councilor; Marissa Doyle, Planning Commissioner; Alan Wells, Business Owner; and Cathy Engebretson, Citizen At-Large, and.

COMMITTEE MEMBERS ABSENT: Jerry Behney, Citizen At-Large; Paul Thompson, Planning Commission Chair.

STAFF PRESENT: Anne Heath, City Administrator and Megan Winner, Planner.

GUEST: John Marshall, Planning Commissioner

RECORDED BY: Trenay Ryan, Lane Council of Governments (LCOG).

1. CALL TO ORDER

Chair Fox called the meeting to order at 6:01 P.M.

2. ROLL CALL

Ms. Winner took roll and a quorum was present.

3. COMMITTEE BUSINESS

- **Make recommendation on Development Code updates**

Chair Fox inquired if there were any adjustments to the agenda.

Ms. Winner stated that she had a few questions regarding the updates and asked where they should be placed in the agenda. Mr. Fox replied that they should be placed just prior to the review

- Chair Fox sought clarification of the full intent of the Development Code. He understood the focus, emphasized by Mayor Smith to be on the downtown first, but not limited to the downtown area. He said it had been suggested that maybe the intent was only the downtown area. His memory recalled that it was the development code review of the whole development code, but prioritized the downtown first. Chair Fox requested to hear from others regarding the topic.

Anne Heath made the recommendation, in agreement with the Mayor, the Council, and the Committee, to move forward with the downtown corridor changes, due to the lengthy process and urgency to adopt it, then revisit to discuss the other items. She noted that she did not say that Chair Fox could not, but stated that her recommendation was to move forward, finish what the committee was doing and then if it wanted to go on, they would need to let the council know that they wished to continue.

Cathy Engebretson said that the Mayor wished to focus on the Downtown Commercial District, but if there were any items that could be quickly agreed upon, that would be useful, then the remaining items could be dealt with after the downtown.

Marissa Doyle noted that the historic overlay as it related to the code was too vague and needed clarification. There was a disconnect between the development code and the ordinance which established the Heritage Committee. She was unclear as to whether or not that would be something that the Ad-Hoc Committee would look into, so with that thought, she did not wish to dis-band the group at that time. Chair Fox had no plans to entertain a vote to dis-band. He requested enlightenment on the historic overlay terminology and the purpose. Ms. Doyle replied that the historic overlay was a way to preserve some of the character features of some of the historic homes in Coburg. Presently, there was not anything in the code to prevent historical homes from being demolished. The Committee will evaluate and discuss at a later date.

Megan Winner presented four issues that arose during the previous meeting.

1. Garages, specifically within the Business District.

Option one - leave as is; garage needs to be setback four feet from the street.

Option two - remove the four foot recess from all of the Central Business District, but ask that no garages may be along the main streets and must be off of an alley.

Option three - Keep the recess for residential buildings that are not on Willamette Street. Applied to residential areas, but not to Willamette Street.

Ms. Engebretson reiterated that this was just concerning the Central Business District. She said that having a garage recessed from the front of the building, did

not fit in a business district where you would expect on Main Street everything to be denser.

Ms. Engebretson noted that was high price real estate, so you would not want any of the lots wasted. Alan Wells agreed with Ms. Engebretson. He said it would be contradictory to denseness. He believed the County controlled all access to Willamette Street.

Ms. Engebretson stated that if a residential property was sold to a commercial property in that zone, and the owner changed the footprint of the building, then the new building code standards must be adhered to.

Mr. Wells, being a business owner on Willamette Street, felt that it was too restrictive. Ms. Engebretson agreed that the discussion was confusing at times due to having some residential homes on Willamette Street, and then within the commercial zone on Willamette Street, there happened to be some lots being used like residential single family homes. She reiterated that what was being discussed was specifically the lots in the commercial zone. She again clarified, any lots in the existing commercial zone would be affected by those rules, but lots in the residential zone were not affected by the rules they discussed. She recommended removing the four foot setback requirement at that time, and revisit the Willamette garage issue at a later date.

Patty McConnell did not understand why they would eliminate a four foot setback on garages anywhere and wondered why they were discussing the four foot setback. She did not agree with allowing future garages to be developed on Main Street.

Commissioner Doyle left at 6:30.

MOTION: Ms. Engebretson moved, seconded by Alan Wells, that for the Central Business District only, we remove the four foot setback requirement for garages. Motion passed, 3:1.

Ms. Winner ensured that all understood that the Code allowed for three story buildings on Main Street in the Business District.

Keep the language of the Central Business District as it is and add The Form Based Code as an overlay.

Ms. McConnell asked if that pertained to the formula stores. Ms. Engebretson explained that it does not pertain to the formula business, but the uses allowed in the district. The Form based Code spoke more to the design and build environment than the use. She noted there was concern that perhaps they may want to retain the language uses in the code, as well. Ms. Heath suggested they consider clarifying that formula stores would only be allowed in the highly commercial areas and that those businesses would still adhere to the new codes.

MOTION: *Patty McConnell moved, seconded by Alan Wells to add our recommendation that formula based businesses only be allowed outside the Central Business District. The motion passed unanimously, 4:0.*

MOTION: *Cathy Engebretson moved, seconded by Alan Wells to add the Form Based Code as an overlay district and keep the current Central Business District section, including uses, as is. The motion passed unanimously, 4:0.*

In the purpose section before each district, the phrase “historic character” that the word architectural be added before character, creating a more inclusive code. Ms. Winner explained that if they added that one word it triggered a Comprehensive Plan amendment and would require an additional process requiring a longer timeline with additional work and multiple public hearings. **The Committee agreed to delay adding the word “architecture” and insert it at another time. 4:0.**

Chair Fox asked if the code review update recommendations were to be made to the City Council or the Planning Commission.

Ms. Heath replied that while the recommendations would be in the packet for The Planning Commission, it would be addressed to the City Council.

Motion: *Patty McConnel moved, seconded by Alan Wells to make a recommendation for our development codes updates, as we have modified them tonight through the questions and moved forward with the recommendation to the Planning Commission as we forward it to The City Council. The motion passed unanimously, 4:0.*

4. FUTURE MEETINGS | DATES TO REMEMBER

There was no discussion

Ms. Heath suggested they decide if they would take the summer off and return in the Fall and if so, they would need to notify the City Council of their decision.

The Committee Unanimously decided that they would take the summer off and return in the Fall.

5. ADJOURNMENT

Chair Fox adjourned the meeting at 7:12 P.M.

APPROVED by the Development Code Review Ad-Hoc Committee of Coburg this ____ day of xx 2022.

Chair, John Fox

ATTEST:

Sammy L. Egbert, City Recorder