



Coburg Planning Commission
July 20, 2022 at 7:00 p.m.
Coburg City Hall
91136 N. Willamette St.
Hybrid Meeting

COMMISSIONERS PRESENT: John Marshall, Seth Clark, and Marissa Doyle, Planning Commissioner. Via Zoom: Alan Wells and William Wood, Vice Chair.
Absent: Jonathan Derby.

STAFF PRESENT: Anne Heath and Megan Winner.

CITIZEN AT-LARGE: Nancy Bell, Cathy Engebretson via Zoom.

GUEST PRESENT: Tim Favreau, Eric Favreau, and Robert Lamont.

1. CALL MEETING TO ORDER

Commissioner Marshall opened the Planning Commission work session at 7:00 p.m.

2. ROLL CALL

Commissioner Marshall called roll. A quorum was present.

3. AGENDA REVIEW

There were two new additions. Copies had been made available on the city's website, under the 7/20/2022 meeting and listed in supporting documents.

- Chair Thompson resignation from Planning Commission letter.
- Code Matrix Update for mobile food vending trucks.

4. APPROVAL OF MINUTES

MOTION: *Commissioner Doyle moved, seconded by Commissioner Clark to approve the May 18, 2022 Planning Commission Meeting minutes as presented.
The motion passed unanimously; Vote 6:0.*

5. COMMISSION BUSINESS

- **Public Hearing**

SR 02-22 Roberts Road Industrial Park Site Design Review

Applicants Toni Favreau and his son Eric Favreau from Dakota Group, LLC of Eugene, Oregon, had proposed to construct a light industrial building facility on property that fronted Roberts Rd. The units would be rented to tenants for different light industrial uses. The proposed project would be done in two phases. A traffic impact study had been accepted and concurred by Lane County, Oregon Department of Transportation (ODOT) and The City. The two main topics for discussion were parking and landscaping for the proposal.

Commissioner Marshall asked Mr. Favreau how he proposed to manage the number of vehicles parked there and any storage needs. Mr. Favreau replied that he and his son would be very involved and would have lease agreements, which would clearly state the parking regulations. Commissioner Marshall then inquired as to how trash bins would be managed. Mr. Favreau said that the majority of those businesses would not produce a lot of trash. If it were to become an issue, they would then discuss and manage it.

Commissioner Marshall inquired of the screening and landscaping along Roberts Road. Mr. Favreau stated that it would be low maintenance. There would be either bark or river rock over a weed barrier and planted with small plants. A chain link fence with slats for privacy would be installed to screen parking. Civil Engineer Eric Favreau, briefly explained how the traffic study had been conducted.

Commissioner Doyle inquired of the front landscaping. Mr. Favreau described bark or river rock over a weed barrier with drought tolerant plantings. Ms. Doyle asked about mechanical devices. Mr. Favreau replied that heating devices would be located in the interior.

Commissioner Wells noted that while he respected Tony's and Eric's ability to correctly manage, they may sell to someone else that would not be as careful with the wording in their leases. Mr. Wells asked where overflow parking would be, if there were not enough parking spaces. Mr. Favreau replied that each unit would have a 14 ft. roll up door that renters could park in front of. He indicated that they would have 105 parking spaces, plus another one and a half parking spots per 53 units for which they could park. That would total 75 parking spaces. There would be no street parking along the business side of Roberts Rd. Parking is allowed on Industrial Way and the east side of Roberts Rd.

MOTION: *Commissioner Woods moved, seconded by Commissioner Wells to approve the application for SR 02-22, with the condition of prior to commencement of construction activities, the applicant shall submit for and obtain required building permits based on the*

recommendation of our staff.

The motion passed unanimously; Vote 6:0.

- **Public Hearing**

- PA 01-22 Zoning Code Updates

The following proposed changes were discussed:

- Sustainable landscape standards for development in the central business district, as well as a development checklist.
- Proposed prohibited use of formula based businesses within the central business district.
- Addition of a public facilities section.
- Additional street standards.
- Removal of requirements for accessory dwelling units.
- Adding form based code as an overlay.
- Correction of grammatical and text errors.
- Code Matrix update for mobile food trucks.

Robert Lamont of Newberg, Oregon and a Coburg City land owner, asked for clarification on updates to downtown area restaurants.

Commissioner Clark answered that it applied to retail sales establishments; restaurant, tavern, bar or take out.

Kathy Engebretson of Coburg, Oregon offered further explanation of the development code. She stated that it was a critical land use planning tool that The City of Coburg and its citizens have, to ensure the built environment in the town continues to be a benefit and not a burden to the community. Ms. Engebretson noted that due to the close proximity to a major metro area, Coburg had to work hard to stay ahead of the growth, upgrading the development code to preserve Coburg's treasured character. The recommended code changes primarily pertained to Coburg's central business district, keeping chain stores out of the downtown area. She concluded by stating that notices had been mailed out to every property owner within the city limits.

Ann Heath explained how Coburg must comply with state regulations of urban collaboration. She noted that members of the Ad-Hoc Code Review Committee agreed that the increase in housing density could be accomplished more efficiently in the downtown area, rather than to expand the urban growth boundary.

Commissioner Clark was concerned that by excluding chain stores altogether from the downtown area, it would restrict large businesses that would possibly be able to conduct a business that complied within Coburg's downtown formula based business standards.

Ms. Heath asked The Committee if they had considered a conditional use of those types of businesses, rather than just say, they would not be allowed. The Committee then discussed adding a conditional use to the code for downtown area businesses.

Commissioner Wells replied that it had been discussed, however they did not know how to craft the language to permit certain types of businesses and exclude others.

MOTION: *Commissioner Wood moved, seconded by Commissioner Wells that they recommend approval of PA 01-22 Zoning Code Update, to The City Council.*

The motion passed unanimously; Vote 6:0.

An opportunity for the public to to discuss the PA 01-22 Zoning Code Update will be held on Tuesday July 26, 2022 and again on August 9, 2022.

7. UPDATES & FUTURE AGENDA ITEMS

- City Administration Report
The City of Coburg's Mayor will continue his term through December 31, 2022. He will not be running for re-election.
The Ad-Hoc Committee will address the residential code this fall. The Planning Commission will recommend the Ad-Hoc Committee review and complete the district code, to align it with district by-laws.
- Next Planning Commission Meeting August 17, 2022 at 7:00 p.m.

8. ADJOURNMENT

Commissioner Marshall adjourned the work session at 9:05 p.m.
(Minutes recorded by Trenay Ryan, LCOG)

APPROVED by The Planning Commission of the City of Coburg on this

Paul Thompson, Commission Chair

ATTEST:

Sammy L. Egbert, City Recorder

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