

ATTACHMENT E



Agency Referral

June 6, 2022

Enclosed please find application materials for a Site Review (SR 02-22) at **Assessor's Map and tax lot 16-03-33-13-00900. The proposal includes developing a parking lot/open field into a light industrial park.** This application will be reviewed by the Coburg Planning Commission as a Type II land use application. I will incorporate your comments on these plans if you return them by **Tuesday, June 21, 2022.** If you have additional questions, please feel free to contact Megan Winner at Megan.Winner@ci.coburg.or.us.

Notice to adjacent property owners will be sent pursuant to the Coburg Development Code.

Regards,

Megan Winner
Planner
City of Coburg
P.O. Box 8316
541-682-7862

P.S. Emailed comments are the preferred method, but any format is acceptable.

CC:

Branch Engineering
Coburg Public Works
Building Official
Building Department
Lane County Planning
Coburg Rural Fire District
Oregon Department of Transportation

NW Natural
PacifiCorp
EPUD
Century Link
Douglas Fast Net
Coburg Sanitary
File



CITY OF COBURG • P.O. BOX 8316 • COBURG

OREGON 97408 • 541-682-7850 FAX 541-485-0655

Dear Property Owner: As a property owner within 300-feet of site described below, the City is required to notify you of this pending limited land use action and invite you to provide written testimony on this matter.

Notice to mortgagee, lien holder, vendor, or seller: The City of Coburg Development Code requires that if you receive this notice, it shall be promptly forwarded to the purchaser.

NOTICE OF A LAND USE REQUEST FOR SITE REVIEW

APPLICATION NUMBER: SR 02-22

APPLICANT: Dakota Group, LLC

REQUEST: Site Design Review

PROPERTY LOCATION: Assessor's Map and Tax Lot 160331300900; Situs Address: 90950 Roberts Road, Coburg, OR 97408

ZONING: Light Industrial (LI) (Architecturally Controlled Overlay)

PLAN DESIGNATION: Light Industrial (LI)

APPLICABLE CRITERIA: Article XI Land Use Review and Site Design Review; Light Industrial District Regulations; Article VIII Supplementary District Regulations.

MAILING DATE: July 7, 2022

The proposal is for a site design review for the construction of a light industrial building facility. The paved portion of the site will serve as required off-street parking and outdoor vehicle storage.

The subject property is zoned Light Industrial and contains a Comprehensive Plan Map designation of Light Industrial. The subject property contains existing access and frontage onto Roberts Road. The west property line of the subject property abuts tax lots 16-03-33-00-603 and 16-03-33-24-3000, which are both zoned Highway Commercial. The south property line of the subject property abuts tax lot 16-03-33-34-700, which is zoned Light Industrial. The subject

property presently is occupied on the north 2+ acres by a gravel lot that houses a Honey Bucket gravel yard. The south 2+acres is a vacant field.

The proposed project will be constructed in two phases. The first phase will be on the south 2+ acres and construct three building totaling 32,640 square feet of light industrial shops, with 50 paved off-street parking spaces. The second phase will be on the north 2+ acres and construct three building totaling 44,712 square feet of light industrial shops, with 58 paved off-street parking spaces.

As a TYPE III application, a public hearing is required in front of Planning Commission. You are invited to submit written comments on the Site Design Review or attend the remote public hearing via Zoom.

Written comments must be received at Coburg City Hall by **July 20th, 2022 at 3PM**. Oral testimony is allowed and encouraged at the public hearing. Testimony must raise issues of sufficient specificity to enable the Planning Commission to respond to the issue.

Coburg Planning Commission will hold a public hearing **July 20th, 2022 7:00p.m.** This will be a hybrid meeting with options to attend in-person at Coburg City Hall or remotely via Zoom. In addition, the meeting will be live streamed on the City's website at <https://www.coburgoregon.org/>. To present oral testimony to the Planning Commission, you must sign up with the City Recorder by **July 20 at 3PM**. To sign up contact Sammy Egbert at 541-682-7852 or Sammy.egbert@ci.coburg.or.us.

Registered participants who want to attend remotely will be emailed information and directions on how to participate on the day of the hearing. To submit written testimony, you may send a letter to City Hall at 91136 N Willamette Street, PO BOX 8316, Coburg, OR 97408, or submit via email to Sammy.egbert@ci.coburg.or.us. All microphones will be muted, and webcams turned off for presenters and members of the public, until called upon to speak. If participants disrupt the meeting, they will immediately be removed from the meeting.

Planning Commission will be the deciding authority body on the proposal. A decision by Planning Commission is appealable to City Council.

Copies of the application and pertinent Coburg ordinances are available for inspection at the Coburg City Hall. A copy of the staff report and recommendation shall be available for review at no cost seven days prior to the hearing. If you have questions, contact Megan Winner, megan.winner@ci.coburg.or.us, 541.682.7862, 91136 N Willamette St Coburg OR 97408..

The subject property has an address of 90950 Roberts Road Coburg, OR 97408. An easily understood geographic reference to the subject property can be described as the triangular property lying on the east side of Roberts Rd and south of Coburg Industrial Way. See maps below.

The land uses that could be authorized for this property must conform to the zoning designation of the underlying zone. The permitted uses in the Light Industrial District include:

(1) Commercial and Service

- (2) Manufacturing and assembly, and associated sales of products manufactured or assembled on-site
- (3) Processing
- (4) Utilities
- (5) Except where prohibited under subsection c(2) below, wholesaling, warehousing and storage not exceeding 250,000 square feet
- (6) Agricultural, horticultural, and livestock uses that were legally established Prior to September 30, 2005
- (7) Other (i) Accessory buildings and uses normal and incidental to the uses permitted in this district (ii) Animal hospitals and clinics (iii) Public parking areas and structures (iv) Residential structures and uses for on-site security and/or management personnel in conjunction with and as a part of a Light Industrial District permitted use does not exceed 1,000 square feet in total area.
- (8) Transportation facilities, consistent with the City's Transportation System Plan and Parks and Open Space Master Plan
- (9) Mobile food carts subject to obtaining a business license and certain standards in ARTICLE VIII.N.



Failure to raise an issue in person, or by letter at the hearing, or failure to provide statements or evidence sufficient to afford the decision-maker an opportunity to respond to the issue, means that an appeal based on that issue cannot be filed with the State Land Use Board of Appeals (LUBA).

AFFIDAVIT OF MAILING

CITY OF COBURG
91136 N Willamette Street
PO Box 8316
Coburg, Oregon 97408

I, Megan Winner, Planner, depose and state that I mailed on **July 7, 2022**, a notice for a public hearing for a SITE REVIEW (SR 02-22) at Map and Tax Lot 160331300900 in the City of Coburg to the addresses contained within.



Signature



Print Name



Notice shall be posted on each street frontage of the subject property, in a conspicuous place that is visible from the public right-of-way. If no street abuts the subject property, the notice shall be placed as near as possible to the subject property in a conspicuous place that can be readily seen by the public.

NOTICE OF LAND USE REQUEST FOR SITE REVIEW

The **Coburg Planning Commission** will hold a public hearing **Wednesday, July 20th**, at 7:00 p.m. at, Coburg City Hall, 91069 N Willamette St., Coburg, Oregon, to consider the application and related materials, the staff report, and written comments for a site review request. They will accept oral testimony for and against the proposal and provide the applicant an opportunity to rebut testimony. Planning Commission will take final action on the proposed site review.

APPLICANT:	Dakota Group, LLC
FILE NUMBER:	SR 02-22
REQUEST:	The proposal is for a site design review for the construction of a light industrial building facility.
DATE POSTED:	July 7, 2022
PROPERTY LOCATION:	Assessor's Map 16-03-33-13, Tax Lot 00900
ZONING:	Light Industrial (Architecturally Controlled Area)
PLAN DESIGNATION:	Light Industrial
APPLICABLE CRITERIA:	Article XI Land Use Review and Site Design Review; Light Industrial District Regulations; Article VIII Supplementary District Regulations.
STAFF CONTACT	Megan Winner, Planner, megan.winner@ci.coburg.or.us , 541.682.7862 or Sammy Egbert, City Recorder, Sammy.egbert@ci.coburg.or.us , 541.682.7852

To submit written testimony, you may send a letter to City Hall at 91136 N Willamette Street, PO BOX 8316, Coburg, OR 97408, or submit via email to Sammy.egbert@ci.coburg.or.us. The staff report will be available seven days prior to the hearing; copies can be provided at a reasonable cost.

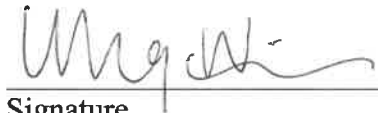
SUBJECT PROPERTY




AFFIDAVIT OF POSTING

CITY OF COBURG
91136 N Willamette Street
PO Box 8316
Coburg, Oregon 97408

I, Megan Winner, Planner, depose and state that I posted on **July 7, 2022**, a notice for a public hearing for a SITE REVIEW (SR 02-22) at Map and Tax Lot 160331300900 in the City of Coburg at four locations including the Coburg Post Office, information kiosk at Pavilion Park, Norma Pfeiffer Park and Coburg City Hall.



Signature

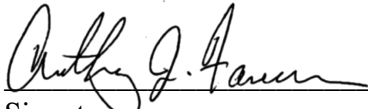


Print Name

AFFIDAVIT OF POSTING

CITY OF COBURG
91136 N Willamette Street
PO Box 8316
Coburg, Oregon 97408

I, Anthony J. Favreau, depose and state that I posted on July 7, 2022, a notice for a public hearing for a SITE REVIEW(SR 02-22) at Map and Tax Lot 160331300900 in the City of Coburg at the situs address 90950 Roberts Rd. Coburg, OR 97408.

A handwritten signature in black ink, appearing to read "Anthony J. Favreau", is written over a horizontal line.

Signature

Anthony J. Favreau
Print Name

Public Hearing Notice

APPLICATION:	SR 02-22
APPLICANT:	Dakota Group, LLC
REQUEST:	Site Design Review – Commercial/Industrial
PROPERTY LOCATION:	Assessor's Map 16-03-33-13 Tax Lot 00900
ZONING:	Light Industrial (LI) (Architecturally Controlled Overlay)
PLAN DESIGNATION:	Light Industrial (LI)
APPLICABLE CRITERIA:	Article XI Land Use Review and Site Design Review; Light Industrial District Regulations; Article VIII Supplementary District Regulations.

Coburg Planning Commission will hold a public hearing July 20, 2022, 7:00p.m., Coburg City Hall, 91136 N Willamette St. Failure to raise an issue in person, or by letter at the hearing, or failure to provide statements or evidence sufficient to afford the decision-maker an opportunity to respond to the issue, means that an appeal based on that issue cannot be filed with the State Land Use Board of Appeals. Contact Megan Winner, megan.winner@ci.coburg.or.us, 541-682-7862. Additional information including all documents and evidence submitted by or for the applicant, and the applicable criteria and standards can be reviewed at Coburg City Hall at no cost. The staff report and recommendation is available after July 13, 2022. Copies of all materials are available at reasonable cost. Written and verbal testimony accepted.