



## COBURG CITY COUNCIL ACTION/ISSUE ITEM

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### TOPIC: RESOLUTION 2020-22 CREATING A ZONING REVIEW AD-HOC COMMITTEE

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Meeting Date: December 8, 2020  
Staff Contact: Anne Heath, City Administrator  
Contact: 541-682-7871, [anne.heath@ci.coburg.or.us](mailto:anne.heath@ci.coburg.or.us)

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#### REQUESTED COUNCIL ACTION

***Recommended Motions:***

*I move to adopt resolution 2020-22, a resolution creating the Zoning Code Review Ad-Hoc Committee*

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#### BACKGROUND

On November 17, 2020 the City Council held a work session to receive and discuss the final report from Urban Collaborative for the Coburg Build Out Scenario Survey. During the meeting the Council discussed and gave staff direction to create a committee to review the zoning code based upon community input from the survey. The direction was to create a committee as follows:

- 2 City Councilors
- 2 Planning Commissioners
- 2 Citizens at Large
- 1 Local Business Owner.

Applications will be submitted for approval to the City Council in January, 2021 with appointment by the Mayor following that meeting.

The Committee will begin work in the new year and work under policies established in the adopted Coburg Committee Manual.

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#### RECOMMENDATION AND ALTERNATIVES

1. Staff recommends that the City should pass the resolution creating the committee

2. The only alternative is to not form the committees which would place the majority of the work on staff and contract planner.

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**BUDGET / FINANCIAL IMPACT**

None at this time

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**PUBLIC INVOLVEMENT**

Open recruitment for some positions.

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**NEXT STEPS**

Recruit and fill the positions

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**ATTACHMENTS**

- A. Resolution 2020-22

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**REVIEWED THROUGH**

Anne Davies/Gary Darnielle, City Attorneys  
Sammy Egbert, City Recorder

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## **RESOLUTION 2020-22**

### **A RESOLUTION CREATING A ZONING CODE REVIEW AD-HOC COMMITTEE**

**WHEREAS**, the City Council wishes to address citizen input based upon the Build-Out Scenario Survey as it relates to possible zoning code changes; and

**WHEREAS**, following the November 17, 2020 Coburg City Council Work Session Council requested staff to create an advisory committee to identify and recommend zoning code changes,

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Coburg

Section 1. The City Council hereby approves the creation of the City of Coburg Zoning Code Review Ad Hoc Committee

Section 2. The Committee shall be staffed by the Planning Department

Section 3. The Committee shall be comprised of up to seven voting members made up of (2) two City Councilors, (2) planning commissioners, (1) business owners and 2 citizens. Committee members shall receive no compensation for participation in Committee activities.

Section 4. Applications will go to City Council for consideration and Mayor will appoint.

Section 5. The function of the Committee shall be to discuss, gather information, and make a recommendation on zoning code changes in response to citizen input on the Coburg Build-out Scenario Report.

Section 6. The Advisory Committee will cease to function upon the successful completion, recommendation, and presentation of a draft report on recommended development code changes to City Council. If it is deemed necessary that there is additional work of the Committee needed in order to pursue additional changes, or activities or community meetings to receive additional citizen input, the Committee may continue to function until such activities are completed.

Section 7. This resolution is effective immediately upon passage.

**Adopted** by the **City Council** of the **City of Coburg**, Oregon, by a vote of \_\_\_ for and \_\_\_ against, this 8th day of December, 2020.

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Mayor, Ray Smith

**ATTEST:**

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Sammy L. Egbert, City Recorder