



Coburg Planning Commission  
January 18, 2023 at 6:00 p.m.  
Coburg City Hall  
91136 N. Willamette St.  
Hybrid Meeting

**COMMISSIONERS PRESENT:** Chair Jim Bell, John Marshall, Marissa Doyle and Jonathan Derby.  
Absent: Vice Chair William Wood and Seth Clark.

**STAFF PRESENT:** Anne Heath and Megan Winner

**GUEST PRESENT:** Don Johnson.  
Virtually Present: Alan Wells.

### **1. Call Meeting to Order**

Chair Bell opened the Planning Commission Work Session at 6:03 p.m.

### **2. Roll Call**

Chair Bell called roll. A quorum was present.

### **3. Agenda Review**

Ms. Winner had two additions to the Agenda:

- Review and discuss the goals and priorities of the Planning Commission for 2023.
- Recruitment for a Planning Commission vacancy.

Ms. Winner stated that Alan Wells had resigned from the Planning Commission because he was elected to City Council. The discussion and review of priorities and goals would be addressed after  
Agenda (8.) Discussion Items.

#### **4. Approval of Minutes - December 21, 2022**

**MOTION:** *Commissioner Marshall moved, seconded by Commissioner Derby to approve the December 21, 2022 Planning Commission Meeting minutes as presented.*

*The motion passed. Vote, 4:0.*

#### **5. Public Testimony**

There were no public speakers.

#### **6. Commission Business**

A Public Hearing on land use application SUB 01-22; submitted by Bruce Wiechert Custom Homes for the Coburg Creek Subdivision First Addition.

Chair Bell re-opened the Public Hearing from the December 21, 2023 meeting.

Staff Presentation:

The Commission proceeded to testimony.

Ms. Winner read aloud four written pieces of testimony that were emailed to the Commission.

Coburg residents, Sandra and James Marr opposed Land Use Proposal SUB 01-22.

Coburg residents, Edward and Susan Wojakowski opposed Land Use Proposal SUB 01-22.

Peter Chapin supported Land Use Proposal SUB 01-22.

Stanley Shattuck submitted an addendum to the testimony that he provided on the December 21, 2022 meeting.

Chair Bell asked the Commission if anyone wished to disclose any ex parte contact since the first hearing of December. There were no comments.

Mr. Marshall commented that the connection of Macy Street to the subdivision seemed to be a concern in the written testimonies. He said it was not listed as a condition, but was within the development plat and proposal. He asked if that was sufficient to satisfy the concern of the people or should the Commission add a condition that the subdivision be connected to Macy Street?

Ms. Winner commented that it was her understanding that the Council acceptance of the dedication of the portion of Macy Street previously, as well as the subdivision application showing a connection of Macy St., was approval of that access being connected westward.

Commissioner Marshall asked if all the streets, access points to the subdivision needed to be approved prior to any building permits issued?

Ms. Winner answered that it was correct, the utilities, infrastructure, and streets would all go through a public improvement review process.

Ms. Doyle asked if Macy Street was included in that?

Ms. Winner replied that Macy Street would go through its own design approval process. Beginning February 1, 2023, there would be two designs, prepared by the city engineers and available for the public to weigh in on.

Ms. Heath clarified that the developer was asked to make changes to Macy Street up to Harrison Street. It was important to the Council that they heard from the community on not just Macy Street, but North Willamette Street design, as well as the Harrison Street design. Those street projects were expected to take place next summer.

**MOTION: Commissioner Doyle moved, seconded by Commissioner Derby to close the public hearing on the Bruce Wiechert Custom Homes Inc. at 6:23p.m.**

***The motion passed. Vote, 4:0.***

Ms. Doyle asked if there was enough room for a delivery-like truck to turn around at the intersection of Van Duyn Street and Skinner Street.

Ms. Heath answered that it was not a concern related to the traffic pattern of the subdivision, however it could be brought up to the City as a concern by a citizen.

Mr. Marshall understood the tie from Skinner Street to the subdivision was primarily for pedestrians and bicycles and the bollards were to keep vehicles from going through. The bollards could be moved for emergency vehicles, while the dead end Van Duyn Street was not applicable to the subdivision and the City would most likely post a sign stating that it was not a turn around.

**MOTION: Commissioner Marshall moved, seconded by Commissioner Derby to recommend approval of the proposed Coburg Creek Subdivision First Addition SUB-01-22, with the conditions of approval items 1 - 9, as listed in the Staff Report.**

***The motion passed. Vote, 4:0.***

Commissioner Marshall stated, in conjunction with the recommendation for approval of the Coburg Creek Subdivision First Addition, he would like to recommend to City Council to direct staff to assure that the planned improvements to Macy Street, North Willamette, and Harrison Street were complete on or before the developer completes the connection of the subdivision to Macy St. prior to subdivision completion.

***Seconded by Commissioner Derby. The motion passed. Vote 4-0.***

## **7. Commission Business**

Public Hearing on SR 04-22 Food Truck Plaza The Barnyard Site Review

Chair Bell opened the Public Hearing at 6:36p.m..

Staff Report:

Ms. Winner presented an overview of the proposal. The proposal is for a site design review for a food plaza called The Barnyard, located on Willamette Street near the intersection of Pearl Street. The proposed project would be constructed in two phases. Phase-1 would include a concrete pad for up to five trucks, a small stage and approximately a 1000 square foot building that would include restrooms. Phase-2 would include a small entertainment stage and the small building called The Barn. Currently, the subject property is a vacant field south of The Coburg Inn, mixed-use development and is the anticipated location for Phase-2 of the Coburg mixed-use development. According to the applicant and property owner, this was not planned as a final use for the property, but rather a limited duration development until Phase-2 of The Coburg Inn was more economically feasible. The proposal meets the building standards. The Central Business District is exempt from the minimum parking requirements for vehicles. Employee parking would be accommodated in the existing Coburg Inn parking lot. The proposed project would share parking and access with The Coburg Inn.

The three recommended conditions of approval are:

- All food trucks must obtain a Type-1 approval for mobile vending prior to operation.
- Prior to commencement of construction activities, the applicant shall submit for and obtain the required building permits.
- Bicycle parking facilities to accommodate a minimum of nine bicycles must be provided on-site, as part of the first proposed phase of the food truck plaza.

Ms. Winner read aloud a written testimony received by the Commission from Stephen Sheehan, opposing Land Use Proposal SR 04-22.

The applicant, a Coburg resident and local business owner, Mr. Alan Wells stated that he had spoken with the area business owners and every one of them were in support of the project.

Mr. Derby asked if the Phase-2, add-on to The Barn was going to be adjacent to The Coburg Inn, blocking the view of the food trucks?

Mr. Wells answered that it was not the intention to block the view of the trucks. They would be seen from the intersection. When Phase-2 is built the food trucks would be removed.

Mr. Marshall asked if the food trucks would be stored there.

Mr. Wells answered that they prefer the trucks would be open from 11 a.m.-8 p.m., seven days a week. When not in use they would be securely locked, with additional security cameras in use.

Chair Bell stated that since staff had put it in the report as temporary, then the Commission must make the record clear and place a condition of a time limit on it.

Albany resident and architect for the proposed project, Don Johnson, explained in greater detail, the building design to the Commission.

Hearing closed at 6:50p.m.

**MOTION: Commissioner Derby moved, seconded by Commissioner Doyle to approve the application with the three conditions found by staff, including a fourth condition of clarification on a time horizon, specifically to be revisited in five years.**

***The motion passed. Vote, 4:0.***

Ms. Winner asked for clarification of the fourth condition of approval.

***Mr. Derby stated the fourth condition of approval would be that we revisit the temporary status of the food truck plaza in five years in consultation with the applicants.***

## **8. Discussion Items**

- Intersection of Willamette St. & Van Duyn St.

Mr. Marshall pointed out that the intersection had been addressed previously. The City's Transportation Plan (TSP) stated that it needed modifications. Mr. Marshall proposed that the Planning Commission pass a motion asking the City Council to address the intersection formally with the County and have the Council Direct Staff work with the County to create some modifications to make it safer.

Ms. Heath clarified that the engineers were currently designing Van Duyn Street to North Willamette Street with the thought that it was a safe route to school from the neighborhoods, with possible sidewalks connecting to the existing sidewalks.

**MOTION: Commissioner Marshall moved, seconded by Commissioner Derby to request the Mayor and City Council to formally address the issue of the intersection of North Willamette Street and Van Duyn Street, to direct staff to research possible modifications to this intersection, as being a safe route to the school.**

***The motion passed. Vote, 4:0.***

Ms. Heath offered to add it to the Work Plan presented to the Council on their February 4, 2023 retreat, as a request from the Planning Commission and informed the Commission that any one of them could go and represent the decision as a whole, to the next Council meeting.

### **9. Planning Commission Goals for 2022-2023**

Ms. Winner announced that it was time for the Planning Commission to set the goals and priorities for 2023. She instructed the Planning Commission to look at the 2022 list and choose to keep those as they were or make additions or removals.

**The Board asked for more training on master planned developments, specifically their purpose and use; types of land use applications the expirations of land use approvals and Planning Commission responsibilities.**

**MOTION: *Commissioner Marshall moved, seconded by Commissioner Doyle to approve the list as amended, with specific topics.***

**The motion passed. 4:0.**

### **10. Adjournment**

Chair Bell adjourned the meeting at 7:45 p.m.

*(Minutes recorded by Trenay Ryan, LCOG)*

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

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Jim Bell, Commission Chair

**ATTEST:**

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Sammy L. Egbert, City Recorder