



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

*Notice to mortgagee, lien holder, vendor, or seller: The City of Coburg Zoning 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

<b>APPLICATION NUMBER:</b>	SR 01-25
<b>APPLICANT:</b>	Alan Wells
<b>REQUEST:</b>	Site Design Review – “The Greenhouse” Food Vendor Hub with Commercial Kitchens & Gathering Space
<b>PROPERTY LOCATION:</b>	Assessor’s Map 16-03-33-13 Tax Lot 03700; Situs Address: 91070 N Willamette Street, Coburg, OR 97408
<b>ZONING:</b>	Central Business District (C-1), Downtown District Overlay, Architecturally Controlled Area Overlay, Historic Overlay
<b>PLAN DESIGNATION:</b>	Central Business District (C-1)
<b>APPLICABLE CRITERIA:</b>	Coburg Zoning Ordinance A-200-L, Article VII, Section C. Central Business District, Section K. Downtown Overlay District; Article VIII, Supplementary District Regulations; Article IX Special Districts; Article X Section D. Type III Procedure; Article XI Land Use Review and Site Design Review; Coburg Comprehensive Plan
<b>MAILING DATE:</b>	August 28 <sup>th</sup> , 2025
<b>HEARING DATE:</b>	September 17 <sup>th</sup> , 2025

The proposal is for a food vendor hub called “The Greenhouse” on Willamette Street near the intersection with Pearl Street. The proposal includes a covered outdoor seating courtyard (1,680 sq. ft.) and an approximately 1,092 sq. ft. building that will include two enclosed commercial kitchens and accessible restrooms totaling approximately 2,772 square feet.

The subject property is zoned Central Business District (c-1), is within the Architecturally Controlled Area, Historic, and Downtown District overlays, and has a Comprehensive Plan Map designation of Central Business District. The subject property has existing access from W McKenzie St. and frontage on Willamette St. The subject property abuts tax lots 16-03-33-23-03500, 16-03-33-23-03400 and 16-03-33-23-03800, all of which are zoned Central Business District. The subject property presently is a food truck plaza south of the Coburg Inn mixed use development. This proposed project replaces the existing food truck plaza with a permanent structure known as the Coburg Greenhouse—a small-scale, year-round food service destination designed to accommodate local culinary vendors in a shared-use environment.

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 public hearing.

Coburg Planning Commission will hold a public hearing on **September 17<sup>th</sup>, 2025 at 6:00pm**. 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 [coburgoregon.gov](http://coburgoregon.gov). Registered participants who want to attend remotely will be emailed with information and directions on how to participate on the day of the hearing. To register to present oral testimony via Zoom to the Planning Commission, participants must sign up with the City Recorder by **September 17<sup>th</sup> at 3:00pm**. To sign up contact Sammy Egbert, City Recorder, at 541-682-7852 or [sammy.egbert@coburgoregon.gov](mailto:sammy.egbert@coburgoregon.gov).

Written comments must be received at Coburg City Hall by **September 17<sup>th</sup>, 2025 at 3:00pm**. To submit written testimony, a letter may be sent to City Hall at 91136 N Willamette Street, PO BOX 8316, Coburg, OR 97408, or submit via email to [Sammy.egbert@coburgoregon.gov](mailto:Sammy.egbert@coburgoregon.gov). 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.

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, 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. A copy of the staff report and recommendation shall be available for review at no cost seven days prior to the hearing. Copies shall be provided at a reasonable cost. If you have questions, contact Megan Winner, [megan.winner@coburgoregon.gov](mailto:megan.winner@coburgoregon.gov), 541.682.7862, 91136 N Willamette St. Coburg, OR 97408.

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).

The subject property has an address of 91070 N Willamette St. Coburg, OR 97408. An easily understood geographic reference to the subject property can be described as the property to the northwest of the intersection of Willamette and Pearl St. and directly south of the existing Coburg Inn mixed use development. See maps below.



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


- (1) *Business and Professional Offices*
- (2) *Civic uses and facilities such as government offices and facilities, libraries, community centers and fire stations*
- (3) *Clubs, Lodges, Fraternities and similar uses*
- (4) *Mixed-use development (a residential use with another permitted use), subject to standards in Article VIII.M*
- (5) *Personal services (e.g., childcare, catering/food services, restaurants, dry cleaners, barbershops and salons, and similar uses) up to a 10,000 squarefoot footprint.*
- (6) *Public parking lots and structures*
- (7) *Public parks, playgrounds and recreational facilities*
- (8) *Retail and Wholesale Stores and Shops, provided that:*
  - (i) *Yard setbacks and other open areas shall not be used for the storage of business inventory, merchandise, equipment, or building materials, or for any scrap or salvage operation, storage or sale.*
  - (ii) *The footprint of the building is no larger than 10,000 square feet.*
  - (iii) *For wholesale uses: The ground floor facing the principal commercial street shall be used only for commercial sales or business or professional offices.*
- (9) *Banks, lending and financial institutions, without drive-up facilities*
- (10) *Existing agricultural, horticultural, and livestock uses (no new uses). Agricultural, horticultural, and livestock uses in operation on the effective date of this Code shall be deemed nonconforming uses and shall continue to operate subject to the provisions of ARTICLE VI of this Code.*
- (11) *Single-family Dwellings on individual lots with frontage on a local or collector street, or on individual lots with frontage on an arterial street where the single-family dwelling existed before January 1, 2018.*
- (12) *Except as prohibited under subsection c. below, multi-family dwellings subject to the design standards of ARTICLE VIII.L.4*
- (13) *Mobile food carts, subject to obtaining a business license and certain standards in ARTICLE VIII.N*

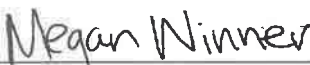


## AFFIDAVIT OF MAILING

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

I, Megan Winner, Planning Director, depose and state that I mailed on August 28, 2025, a notice for a public hearing for a SITE REVIEW (SR 01-25) at Assessor's Map 16-03-33-13 Tax Lot 03700 in the City of Coburg to the addresses contained within.

  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Print Name

# LOCALIQ

## The Register-Guard

PO Box 631824 Cincinnati, OH 45263-1824

### AFFIDAVIT OF PUBLICATION

Coburg, City Of  
Po Box 8316

Eugene OR 97408

STATE OF WISCONSIN, COUNTY OF BROWN

The Register-Guard, a newspaper of general circulation as defined in ORS 193.010 and 193.020; published at Eugene in the State of Oregon, County of Lane; that the printed copy of which is hereto annexed, is publishing in the entire issue of said newspaper in the issues dated:

08/26/2025

Sworn to and subscribed before on 08/26/2025

  
\_\_\_\_\_  
Legal Clerk

  
\_\_\_\_\_  
Notary, State of WI, County of Brown

8.25.26

My commission expires

Publication Cost:	\$109.12	
Tax Amount:	\$0.00	
Payment Cost:	\$109.12	
Order No:	11606032	# of Copies:
Customer No:	821510	0
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**THIS IS NOT AN INVOICE!**

*Please do not use this form for payment remittance.*

MARIAH VERHAGEN  
Notary Public  
State of Wisconsin

**CITY OF COBURG**  
Public Hearing Notice

**APPLICATION:** SR 01-25

**APPLICANT:** Alan Wells

**REQUEST:** Site Design  
Review – The Greenhouse  
Food Vendor Hub with  
Commercial Kitchens &  
Gathering Space

**PROPERTY LOCATION:**

Assessor's Map 16-03-33-  
23 Tax Lot 03700, 91070 N  
Willamette St. Coburg, OR  
97408

**ZONING:** Central Business  
District (C-1)

**PLAN DESIGNATION:**

Central Business District  
(C-1), Downtown District  
Overlay, Architecturally  
Controlled Area Overlay,  
Historic Overlay

**APPLICABLE CRITERIA:**

Coburg Zoning Ordinance  
A-200-L, Article VII, Section  
C, Central Business District,  
Section K. Downtown  
Overlay District; Article  
VIII, Supplementary District  
Regulations; Article IX  
Special Districts; Article X  
Section D Type III Procedure;  
Article XI Land Use Review  
and Site Design Review;  
Coburg Comprehensive Plan

**Coburg Planning Commis-  
sion will hold a public  
hearing**

September 17th,  
2025 6:00p.m., Coburg City  
Hall, 91136 N Willamette St.  
and remotely using virtual  
meeting technology. Failure  
to raise an issue in person,  
or by letter at the hearing,  
or failure to provide state-  
ments 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@coburgore-  
gon.gov, 541-682-7862.  
Additional information  
including all documents and  
evidence submitted by or for  
the applicant, and the appli-  
cable criteria and standards  
can be reviewed at Coburg  
City Hall at no cost. The staff  
report and recommendation  
are available after Septem-  
ber 10th, 2025. Copies of  
all materials are available  
at reasonable cost. Written  
testimony must be submit-  
ted by 3:00pm on the date  
of the hearing and verbal  
testimony is accepted at the  
hearing.

August 26 2025

LEUG0358321





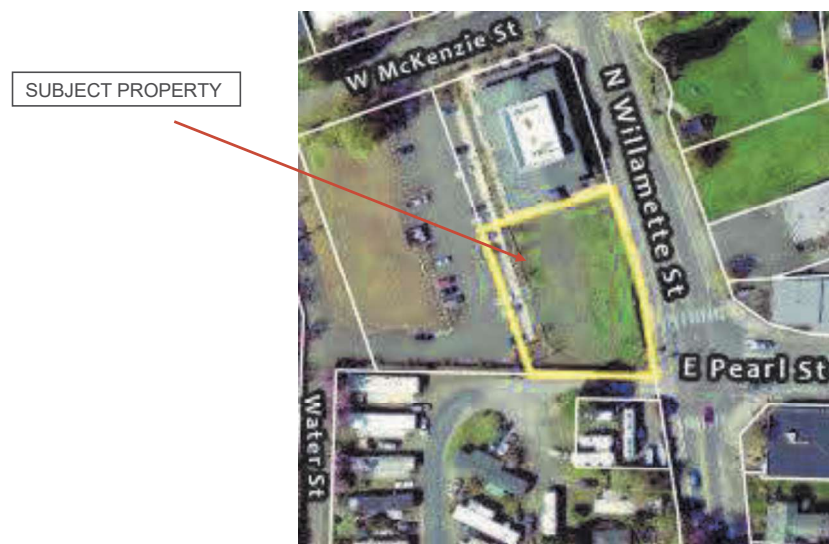
Notice shall be posted on each street frontage of the subject property, in a conspicuous place that is visible from the public right-of-way. If no street abuts the subject property, the notice shall be placed as near as possible to the subject property in a conspicuous place that can be readily seen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

## NOTICE OF LAND USE REQUEST FOR SITE REVIEW

The **Coburg Planning Commission** will hold a public hearing **Wednesday, September 17**, at 6:00 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.

<b>APPLICANT:</b>	Alan Wells
<b>FILE NUMBER:</b>	SR 01-25
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<b>STAFF CONTACT</b>	Megan Winner, Planning Director, <a href="mailto:megan.winner@coburgoregon.gov">megan.winner@coburgoregon.gov</a> , 541.682.7862 or Sammy Egbert, City Recorder, <a href="mailto:sammy.egbert@coburgoregon.gov">sammy.egbert@coburgoregon.gov</a> , 541.682.7852

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## AFFIDAVIT OF POSTING

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

I, Alan Wells, depose and state that I posted on 9/3/2025 a notice for a public hearing for a SITE REVIEW (SR 01-25) at Assessor's Map 16-03-33-13 Tax Lot 03700 in the City of Coburg at the subject property.

  
\_\_\_\_\_  
Signature

Alan Wells  
\_\_\_\_\_  
Print Name