



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 the 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 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 & CONDITIONAL USE PERMIT

<b>APPLICATION NUMBER:</b>	SR 01-22 & CUP 01-22
<b>APPLICANT/OWNER:</b>	Joseph Moore, GMA Architects/Stephen & Colleen Sheehan
<b>REQUEST:</b>	<u>Site Design Review &amp; Conditional Use Permit – “Willamette Forks” Restaurant &amp; Brewery</u>
<b>PROPERTY LOCATION:</b>	Assessor’s Map 16-03-33-23 Tax Lots 04200; Situs Address: 91032 S Willamette Street, Coburg, OR 97408
<b>ZONING:</b>	Central Business District (C-1) (Architecturally Controlled Area & Historic District Overlay)
<b>PLAN DESIGNATION:</b>	Traditional Residential (TR)
<b>APPLICABLE CRITERIA:</b>	Ordinance A-200-I Article XI Land Use Review and Site Design Review; Article XIII Conditional Use Permits; Article VII Central Business District Regulations; Article VIII Supplementary District Regulations.
<b>MAILING DATE:</b>	February 3, 2023
<b>HEARING DATE:</b>	February 15, 2023

The proposal is for a restaurant and brewery called “Willamette Forks” on Willamette Street near the intersection with Pearl Street. The proposed use in the existing Pollard House includes restaurant and bar amenities. The proposed use in the existing accessory structure includes functions as storage room and flexible serving station. The Applicant proposes to retain and repurpose the existing buildings proposed with no increase in building height, and minimal increase in building footprint. The Applicant proposes a new accessory structure to include manufacturing space for a brewery. Proposed alterations include site work to reconfigure parking and landscape areas, accessibility upgrades for vehicle and pedestrian access, upgrades to the building exterior for access and safety, and interior remodel. Design for proposed uses prioritizes maintaining the historic character of the existing buildings and surrounding neighborhood.

The subject property is zoned Central Business District within the Architecturally Controlled Area and Historic District overlay and contains a Comprehensive Plan Map designation of Traditional Residential. The subject property contains existing access and frontage on S. Willamette St. The subject property abuts tax lots 16-03-33-23-04000, 16-03-33-23-03800, 16-03-33-23-09100 which are zoned Central Business District and 16-03-33-23-09100, 16-03-33-23-09200 and 16-03-33-23-04100, which are zoned Traditional Residential. The subject property presently is a historic site with an existing historic building, the Zacariah Pollard House (built 1854), that was most recently used for retail.

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 & conditional use permit requests or attend the remote public hearing via Zoom.

Written comments must be received at Coburg City Hall by **February 15, 2023 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 **February 15th, 2023 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 <https://www.coburgoregon.org> . To present oral testimony to the Planning Commission, you must sign up with the City Recorder by **February 15 at 3pm**. To sign up contact Sammy Egbert at 541-682-7852 or [Sammy.egbert@ci.coburg.or.us](mailto: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](mailto: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](mailto:megan.winner@ci.coburg.or.us), 541.682.7862, 91136 N Willamette St Coburg OR 97408.

The subject property has an address of 91032 S Willamette St. Coburg, OR 97408. An easily understood geographic reference to the subject property can be described as the property to the west of E Delaney St. on S Willamette St. 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 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



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 February 3, 2023, a notice for a public hearing for a SITE REVIEW & CONDITIONAL USE PERMIT (SR 01-22 & CUP 01-22) at Map and Tax Lot 16-03-33-23-04200 in the City of Coburg to the addresses contained within.

A handwritten signature in cursive script, appearing to read "Megan Winner", written over a horizontal line.

Signature

A handwritten name in cursive script, appearing to read "Megan Winner", written over a horizontal line.

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 & CONDITIONAL USE PERMIT

The **Coburg Planning Commission** will hold a public hearing **Wednesday, February 15, 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 and conditional use permit applications.

<b>APPLICANT:</b>	Joseph Moore, GMA Architects
<b>FILE NUMBER:</b>	<b>SR 01-22 &amp; CUP 01-22</b>
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<b>DATE POSTED:</b>	<b>February , 2023</b>
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<b>STAFF CONTACT</b>	Megan Winner, Planner, <a href="mailto:megan.winner@ci.coburg.or.us">megan.winner@ci.coburg.or.us</a> , 541.682.7862 or Sammy Egbert, City Recorder, <a href="mailto:Sammy.egbert@ci.coburg.or.us">Sammy.egbert@ci.coburg.or.us</a> , 541.682.7852

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SUBJECT PROPERTY



## AFFIDAVIT OF POSTING

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

I, Colleen Sheehan, depose and state that I posted on Feb 3rd, 2023, a notice for a public hearing for a SITE REVIEW (SR 01-22 & CUP 01-22) at Assessor's Map 16-03-33-23 Tax Lots 04200 in the City of Coburg at the situs address 91032 S. Willamette St.

Signature

Colleen Sheehan  
Print Name