

**CITY OF COOS BAY**  
**PLANNING COMMISSION MINUTES**  
**Tuesday, November 10, 2015 at 6:00 P.M.**  
**Coos Bay City Hall, 500 Central Avenue, Coos Bay**

**ATTENDANCE**

**COMMISSIONERS:** Chairman Phil Marler, Commissioners Christine Coles, Rex Miller and John Peery

**ABSENT:** Jim Berg, Katherine Flores and Jeff Marineau

**STAFF:** Eric Day, Director of Community Development  
Tom Dixon, Planning Administrator  
Debbie Eler, Planner

**SIGNED-IN GUESTS:** None

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**APPROVAL OF MINUTES**

Chairman Marler stated the approval of Planning Commission minutes of September 9, 2015 has been postponed until the December 8, 2015 Planning Commission hearing.

**CCI/PUBLIC COMMENTS** None

**PUBLIC HEARING**

**ITEM A: Site Plan and Architectural Review (SPAR) #187-ZON15-036** – The applicant is requesting for the construction of a 14,672 square-foot, two-story office building; a 21,762-square foot, two-story medical clinic; a future optional building pad for additional development; a 246 space parking lot; and other improvements including landscaping, drainage, and sidewalks.

Chairman Marler asked if there were any objections to the Planning Commission hearing the item on jurisdictional grounds. He asked if any Planning Commissioner had ex parte contact or conflict of interest to report.

Chairman Marler opened the public hearing.

Tom Dixon read the disclosure statement and outlined the applicant's request and Decision Criteria and staff findings (Power Point). The applicant is requesting, on behalf of Western Oregon Allied Health (WOAH), approval of a Site Plan and Architectural Review application on approximately 5.11 acres of undeveloped land for the construction of a 14,672-square foot, two-story office building; a 21,762-square foot, two-story medical clinic; a future optional building pad for additional development (size undefined and therefore not part of this approval process); a 246-space parking lot; and other associated improvements including landscaping, drainage, and sidewalks. A SPAR is required for new construction of office and medical clinic uses. Final approval and development of the proposed campus, including site layout and building details, are approved based on the findings in this review, the associated conditions of approval, and any discretionary revisions staff is requiring such as final grading and drainage plans or final building profiles and design. Variations to this approval, such as design-build bids that would alter and potentially diminish the final design of the project, shall require re-submittal to the Planning Commission for re-consideration.

Developer Richard Ward (Applicant's representative) summarized the project. He said they want to meet or exceed the existing ORCCA development in design. He said the project will address the connectivity of sidewalks. They have had discussion about transportation issue with ORCCA and, if a plan transpires, they will be back with another application. He stated the Army Corp. of Engineers would be involved unless we encroach into the wetlands, but they will increase vegetation in those areas. He said that they will construct a 6-foot Cedar fence along the property line, except where it would affect the wetlands to help buffer the project from the residential area. He said they will keep native vegetation.

Jim Hanks, President of JRH Traffic Engineering, Eugene, outline his extensive credentials and summarized the proposed improvements to LaClair Street (one lane entering off Ocean Blvd, one left turn lane and one right turn lane on LaClair Street). He stated the proposed condition does not warrant a traffic signal. He said he would like to amend the condition that requires the striping be done before the clinic receives a certificate of occupancy. He stated the applicant could bond for the improvement, because they have little control of when the contractor would be available to complete the work.

Commissioner Peery stated he believe a traffic signal is a necessity for safety due to the lay of the land. He said the intersection currently has safety issues.

Commissioner Coles stated she agrees that a signal is necessary. She said it is time for a traffic light. Mr. Hanks stated he has been a Traffic Engineer 45 years and his life has been devoted to traffic safety. He said the intersection does not currently meet the warrants for a traffic light and with the proposed development a traffic signal is not warranted. He said that currently you cross two lanes into two lanes and changing to a two stage turn is an improvement. He added that if you put in a traffic light at a location that is not warranted you create a different set of problems, including a lot of rear-end accidents.

Chairman Marler stated that reducing the lanes on Ocean Blvd. from four to two has reduced speeds significantly. He said there is the same amount of traffic, but now there is only one lane so there are not as many openings. He is concerned that people turning left from LaClair Street onto Ocean will have fewer openings.

Mr. Hanks stated that reducing the lanes from two to one does create fewer gaps and there may be longer-to-waits, but you only have one lane to pay attention to. He said striping two lanes on LaClair Street will mean the people turning right will not have to wait for the vehicles turning left.

Chairman Marler asked if Merrell Street is the best place to start the turn lane. He said his first thought was that a light was needed, but if the warrants don't support a light, maybe increasing the length of the turning lane is an option.

Mr. Hanks stated we need to consider the surrounding intersections and driveways when determining the length of the turn lanes. Chairman Marler stated the new traffic diet from Ocean Blvd. to Woodland Avenue has reduced the speed of traffic. City Manager Rodger Craddock stated traffic accidents are down 50 percent. He said people travel faster with four lanes than they do with two lanes. Mr. Hanks stated the State of Oregon is putting a huge amount of funds in to the addition of bike lanes, so grants should be available.

Commissioner Marler asked if everything is approved when striping would begin. Mr. Hanks stated if they could get an approval they would pay for the striping and start tomorrow.

Commissioner Coles stated that as a user of the intersection, it will be a nightmare if we don't have a traffic light.

Commissioner Peery expressed concern about a stacking problem at LaClair Street and Ocean Blvd. he said that needs to be considered. Mr. Hank stated they would not be opposed to stripping 100 feet with the three lanes (entering, existing left and existing right). Commissioner Marler stated that existing on-street parking for that area would be eliminated. Mr. Hanks stated the projection is 250 trips a day (half in/half out).

Mr. Ward stated that they were asked to hire a traffic engineer and we paid the City's Engineer and they determined that a traffic signal is not warranted and that re-stripping is adequate.

Commissioner Peery asked if they have a good handle on the ponds. Mr. Ward stated there are multiple bio swales and an underground retention pond proposed. Mr. Ward stated they are only covering about half the property, so they have placed the structure to avoid the wetlands.

Mr. Ward, PBS stated he was involved in the ORCCA project and the proposed road improvements will improve the traffic safety conditions.

Phil Greenhill, Chief Executive Officer, Western Oregon Advanced Health, 1060 Date Avenue, Coos Bay, stated this is an important project for our area and if a traffic light is required it would be a deal killer. The project will employ 150 people at the new health clinic. He stated if we can get an approval we will start the stripping tomorrow if needed. He said this is a \$7MMdollar project. The agency project has infused 100 million to the community and we want to keep it moving forward. The County Commissions have helped fund the project. They plan to include a student from the college in the health clinic. He also wanted to correct the agency name in the staff report, it is Western Oregon Advanced Health (WOAH) not Western Oregon Aligned Health. He said they of talked with Mike Lehman about expanding child care on the campus. Mr. Greenhill stated he is as frustrated about Ocean Blvd. traffic as everyone. But he thinks the striping plan is a good option and we need to get going on this project. He added that this is the biggest project on the maps for our area.

Chairman Marler stated he shares the eagerness for the project, but we have one chance to do it right. Mr. Greenhill stated he agrees, but we need to get the project started.

Mr. Dixon stated an email was received regarding wetlands and entered in to the record. Mr. Ward stated that since the project does not encroach into the wetlands, there is nothing for the Army Corp. of Engineers to review. They do not have a process to review application for non-intrusion.

Jennifer Wirsingstated that staff does not object to leaving the condition as noted. It is up to the applicant to comply with Army Corp. of Engineers.

Commissioner Coles asked if there has been consideration to placing a transportation station in the project area instead of in the downtown area. Mr. Ward stated that is being researched and the project would come to the Planning Commission for review.

Mrs. Falk, 1888 Lindberg Avenue, stated the wetland comes up against her property and it makes no sense that it is a straight line and she does not want her property flooded. She is concerned about traffic and she thinks there needs to be a traffic light at Ocean Blvd and LaClair Street. Ocean Blvd at LaClair Street is a mess and you have to be careful. She said she is also concerned about resident safety due to the mental health clients from the clinic that will be passing through her property. She said the neighbors would like a fence put up along the property line.

Chairman Marler asked Ms. Wirsing if the City has concerns with the traffic impact analysis. Ms. Wirsing stated the City and a traffic engineer hired by the City reviewed the applicant's study based on a.m. and p.m. traffic counts. She stated the traffic engineer found that the traffic safety concerns could be addressed with the proposed road diet. Chairman Marler stated, "You could not have found a bigger opponent to the original restriping of Ocean, but now I believe it was a right decision. You need to trust the professions you hire for a review".

Jerry Kellar, 1942 Lindberg Avenue, asked if the applicants are going to remove the big trees that abut his property. He said the trees are huge and they have dead limbs that have fallen in his back yard. He would like the applicant to remove the trees.

Mr. Ward stated they have been asked to leave all trees 12 inches in diameter or larger, but they are not opposed to removing any trees in that area that the neighbors think are unsafe.

Richard Stocker, 1920 Lindberg, stated he is also concerned about the trees and he would like the trees removed.

Mr. Dixon stated the Planning Commission can add the requirement of a 6-foot Cedar fence along the property line and staff could verify with a modified site plan.

Commissioner Coles asked if a revised site plan would come back to Planning Commission or if staff would review for compliance. Mr. Dixon stated the revised site plan final can be reviewed by staff or the Planning Commission could require it come back for their review.

Chairman Marler closed the public hearing.

Commissioner Miller asked if LaClair Street is fully developed. He said he has concerns about larger vehicles turning on to LaClair Street from Ocean Blvd. Chairman Marler stated the turning radius would be improved by the proposed striping plan. He said you will be able to start your turn a little earlier, so it will be much easier to make a right turn lane off Ocean Blvd.

Commissioner Miller stated he has reviewed the landscape plans and they are the best he has seen. He said the proposed plants will do well in this area. The plan indicates existing native trees and it is always best to save existing trees. If work is being done around the roots they could be subject to falling. He is concerned about what will happen with the Frontier site is occupied, something will need to be done with LaClair Street.

Chairman Marler asked if the working on condition number 5 should be amended. Mr. Dixon stated the City wants to promote safe passage of vehicles. He said staff would not want to bond for the striping plan, which the applicants indicated could be done now if needed. Mr. Dixon said he will correct the applicant's name in the report.

Commissioner Peery said he likes the proposed development. He thinks the project will blend well in the area and the concerns have been addressed. He said the facilities will be great for the community.

Commissioner Coles stated she likes that the facility will be using interns from the nursing project at from the college. She said she will trust the professionals on the striping.

**MOTION:** Commissioner Coles- Based on the adopted Findings, Conclusions and Conditions, as supported by the applicant's submittal, attached hereto and incorporated herein by reference as Attachment 'A', approve Site Plan & Architectural Review #187-ZON15-036, allowing the construction of: a 14,672 square foot, two-story office building; a 21,762-square foot, two-story medical clinic; a 246-space parking lot; and other associated improvements, as proposed for the Western Oregon Allied Health campus complex at 281 LaClair Street, subject to the following Conditions:

1. Correct the applicant's name, also change reference to name's
2. The applicant shall secure all structural and development permits, as required, from the City, State and Federal agencies, including but not limited to grading, right-of-way use, and jurisdictional wetlands.
3. It is the responsibility of the applicant to obtain any necessary approvals from the Coos Bay-North Bend Water Board in order to make connection for domestic water service.
4. Compliance with ADA parking standards is required and shall be provided prior to issuance of any certificate of occupancy. Ten (10) ADA parking spaces are indicated on the submitted site plan.
5. The proposed public sidewalk along LaClair Street at its southern limits must transition to an ADA ramp.
6. Prior to the issuance of a certificate of occupancy, driving lane re-striping of Ocean Boulevard from Norman Avenue to Merrill Street shall occur. This re-striping shall include one lane in each direction with a west bound left turn lane, opposing center refuge lane, and an east bound right turn lane.
7. Existing storm drainage along LaClair Street is not correctly delineated on the submitted site plan as a part of this application. Prior to approval of any applicable building permits, a revised site plan shall be updated and accepted by the City's Public Works Director to adequately reflect existing conditions.
8. The northeast retention pond on the site plan does not have an outfall pipe. However, per a memo received by City staff on October 5, 2015 by the RC Group, two outfall pipes shall be installed that direct flows to one of the two wetland areas. It shall be the responsibility of the applicant to ensure that all applicable resource agency permits and approvals are obtained prior to commencement of work. Outfalls shall be protected with rock/energy dissipaters. Flows leaving these two wetland areas cannot adversely impact existing OCCA development to the north.

9. All water quality features shall have an emergency spillway.
10. The geotechnical report does not support the proposed pond design. The report identifies groundwater as high as three feet below grade. Prior to approval of permit, information shall be submitted by a qualified licensed professional that supports the design as shown on the site plan or an alternative approach as accepted by the City's Public Works Director.
11. A small portion of the curbing along the northwesterly property line is outside of the applicant's property limits. Applicant shall obtain a letter of permission to perform this work from the affected adjacent property owners, prior to approval of permits.
12. Prior to building permit approval, applicant shall submit and receive City approval of an inspection and maintenance plan for the underground vaults and ponds. A declaration of real covenant shall run with the land and reference this plan. Recording fees shall be the responsibility of the applicant. The owner(s) shall ensure that these features are maintained and in good working order for the life of the project.
13. A final grading and drainage plan shall be submitted to and approved by the City Engineering Department prior to building permit approval.
14. If trees are proposed to be removed in the right-of-way as a result of this project or any off-site improvements, a Tree Committee application must be submitted and approved prior to removal.
15. Applicant shall verify the height of proposed buildings to be 30 feet or less, measured from grade to apex of the roof. If this height is exceeded, then a second access is required for fire and emergency response or a variance to the Fire Code shall be granted prior to commencement of building construction for structures proposed to exceed the height limit.
16. Buildings or portions of buildings shall be accessible to fire department apparatus by way of an approved access road of asphalt or concrete surface capable of supporting an apparatus weighing at least 60,000 pounds.
17. An exclusive easement dedication for maintenance of the two fire hydrants shall be provided to the City of Coos Bay Fire Department unless the Fire Chief indicates, in writing, that such easement is unnecessary.
18. A revised set of building renderings and elevations shall be submitted that more clearly illustrate four-sided architectural details, articulation, forms, and profiles.

Highlights of windows and other embellishments such as texture variation or use of deviations in color scheming or directional arrangement of exterior materials shall be provided that matches or equals the design techniques used for the CFRC building on the campus to the north of the subject property.

19. Each of the three buildings shall have different color schemes using the Favorite Tan, Portabello, and Warm Stone combinations, as submitted. Within each of these three types are a body, trim, and accent. Each structure shall follow its selected paint embellishment.
20. All landscaping must be maintained in a healthy, growth condition and landscaping material that become diseased and/or die shall be replaced within 30 days of the growth season.
21. A revised site plan shall provide details on the location and width of an internal pedestrian system, which also connects to the public sidewalk along LaClair Street, to provide safe passage within the campus between the clinic and office buildings. A note shall also be added regarding delivery truck parking for loading and unloading.
22. The trash enclosures shall be of CMU block or similar material with sight-obscuring swing gates and shall be of a similar or compatible design to those on the OCCA campus.
23. Applicant shall obtain sign permits from the City of Coos Bay prior to installation of any primary signage.
24. All outstanding fees, including the review costs associated with the City's transportation consultant, shall be paid prior to the issuance of any building permits associated with the development of this property.
25. Final approval and development of the proposed campus, including site layout and building details, are approved based on the findings in this review, the associated conditions of approval, and any discretionary revisions staff is requiring such as final grading and drainage plans or final building profiles and design. Variations to this approval, such as design-build bids that would alter and potentially diminish the final design of the project, shall require re-submittal to the Planning Commission for re-consideration.

**SECOND:** Commissioner Peery  
**VOTE:** Unanimous

## ADMINISTRATIVE

### **ITEM B: Development Code Rewrite Update**

Director Day updated the Commission on meetings held with Chamber, the Downtown Business Association and the Empire Coalition. He said that as of this date there have been no comments. Commissioner Coles stated we have had two public hearings (both passed unanimously) and there has been a meeting with the City Council and a town hall meeting. She said the City Council was looking for guidance from the public and the Planning Commission and since we have received no public comments, maybe we should move on. Chairman Marler stated the proposed Development Code should be moved to the City Council for a public hearing. He stated the City has given the public three months to give input and we have had no input, so we need to move on. Director Day asked that some of the Planning Commission attend the public hearing before the City Council to give their thoughts. He said they have also asked members of the community groups to attend the City Council hearing to give input.

Commissioner Coles that the Planning Commission has put in a lot of review hours on the Development Code Rewrite so unless someone has specific concerns with the document she thinks the document should be sent to the City Council for the final public hearing and approval. Director Day outlined the process. He said staff needs to give staff direction. The Planning Commission indicated they would like the document to go to City Council for review. Chairman Marler stated we have given citizens three extra months to review and comment on the document and we have received no comments. Director Day requested some of the Planning Commissioners would attend the hearing before the City Council (in a few months).

Director Day expressed sympathy for Commissioner Flores with the loss of her husband, who passed away unexpectedly. He stated there is a card for the Commissioners to sign.

### COMMISSION COMMENTS

Commissioner Coles stated Parks Commission has formed a "Boardwalk / City Dock" Sub-Committee" and the members are representatives from multiple businesses and agencies. She wished everyone a happy Thanksgiving.

Commissioner Miller stated he is waiting to see how the Auto Zone loading/maneuvering area works. He said if the driver can back into the loading dock he would be surprised. He said is also anxious to see how the Mini Pet Mart's bio-swales work.

Chairman Marler stated thanked staff for the well thought out set of conditions for the LaClair Street project. He said some of the City Streets are in poor condition and anything we can do to make them safer for vehicular and pedestrian traffic the better.

### STAFF COMMENTS

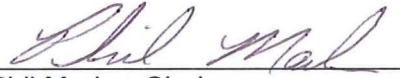
Ms. Erler updated the Commission on the Certified Local Government (CLG) program. She stated the City Council approved the ordinance that enacted the program and revisions to the existing Design Assistance Team ordinance, as submitted. The Design Assistance Team will now meet to discuss goals and projects for an anticipated grant from the State for 2016.

Ms. Erler stated that appointment of Planning Commission representatives to committees and nominations for the Chairman and Vice Chairman will be made at the December Planning Commission hearing.



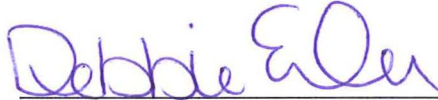
Mr. Dixon stated that staff appreciates the support from the Planning Commission. He said that well designed buildings and cities don't happen on their own.

**ADJOURNMENT** 7:00 p.m.



Phil Marler, Chairman  
City of Coos Bay  
Coos County, Oregon

ATTEST:



Debbie Erler, Planner  
City of Coos Bay

APPROVED AS SUBMITTED 02-09-2016