

CITY OF COOS BAY
PLANNING COMMISSION MINUTES
Tuesday, December 10, 2013 at 6:00 P.M.
Coos Bay City Hall, 500 Central Avenue, Coos Bay

ATTENDANCE

COMMISSIONERS: Chairman Chris Hood, Commissioners Jim Berg, Christine Coles, Bruce Harlan, Phil Marler, Rex Miller and Jeff Marineau

STAFF: Eric Day, Director of Community Development
Aaron Harris, Planner 1

SIGNED-IN GUESTS: None

CCI/PUBLIC COMMENTS

APPROVAL OF MINUTES

Approval of the Planning Commission minutes of November 12, 2013.

MOTION: Commissioner Coles – Approve the Planning Commission minutes of November, 2013 as submitted.

SECOND: Commissioner Miller

VOTE: Unanimous

ABSTAIN: Commissioners Marineau and Marler

PUBLIC HEARING

ITEM A: Conditional Use #187-ZON13-036 - Animal Sales and Service – Kennel
1441 S.W. Blvd, Coos Bay, Oregon 97420. The applicant, Gloria Coles, is requesting approval for a cat and dog animal shelter on the above referenced property, located in the General-Commercial (C-2) zoning district. Animal kennels are a conditionally permitted use within this zone which requires a public hearing and notice.

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

Chairman Hood opened the public hearing.

Aaron Harris read the disclosure statement and outlined that applicant's request. The applicant is requesting approval of a conditional use permit for Kohl's Cat House, a cat and dog animal shelter located at 1441 SW Boulevard. The property is located in the General-Commercial, C-2 zone. Cat and dog animal shelters are classified as a kennel, and they are a conditionally permitted use in a C-2 zone. Kohl's Cat House was a residential home of approximately 2,925 square feet. Uses on the site include: feeding cats, caring for sick cats and those recovering from spay/neuters, taking in cats that require care, placing cats in temporary foster homes, and adopting cats out to permanent new homes. Two freestanding outdoor kennels are occasionally used for stray dogs.

Mr. Harris stated owner indicated that Kohl's Cat House has been in operation for five years and is the only cat rescue located in the City of Coos Bay. They have 15 volunteers that are responsible for all operations. On average, two volunteers visit the site daily.

Nancy Shin, 1044 Pirates Court, Coos Bay, stated the applicant has saved around 500 animals in the county and state. She said they monitor feral cat colonies and get the cats fixed so they don't breed, they help residents get their cats fixed and people come in weekly for free advice and to find a pet. The cat house has a non-profit status and is the only cat rescue in the area. She said there is never an odor outside the house even in the summer.

Commissioner Hood closed the public hearing.

Commissioner Miller stated he passes through the area on a regular basis and has never seen cats in the street. Commissioner Coles stated she visited the site and she did not notice any odor.

- MOTION:** Commissioner Coles - Based on the applicant's submittal and the Statements of Facts, Findings, and Conclusions, approve Conditional Use application
#187-ZON13-036 - Animal Sales and Service – Kennel at 1441 S.W. Blvd, Coos Bay, Oregon 97420, subject to the following Conditions:
- SECOND:** Commissioner Marineau
- VOTE:** Unanimous

ITEM B: Architectural Design Review #187-ZON13-00044 - 1210 North Bayshore Drive

The Coos County Historical Society is proposing a 2,500 square foot second-story addition to the east end of the "Coos Historical Maritime Center" approved in 2011.

Chairman Hood 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 Hood opened the public hearing.

Debbie Erler read the disclosure statement and outlined that applicant's request. The applicant is requesting approval for a 2,500 square foot second-story addition to the east end of the "Coos Historical Maritime Center" that was approved in 2011. The proposed exterior material and color palette is the same as what was previously approved. The approved material is a combination of corrugated metal and wood lap siding with metal roofing and metal canopies. The approved colors were Narragansett Green (HC-157) and Stonington Gray (HC-170) and Hale Navy (HC154) or approved black. No other changes are proposed to the 2011 approval.

Mike Crow, Crow/Clay Architecture, 125 W Central Suite 400 stated the proposed second-story addition was part of the original plan but was eliminated due to funding. He said additional funding was secured so they would like to proceed with the second story.

Commissioner Hood closed the public hearing.

Commissioner Berg stated it appears that the project received a complete review in 2011 and the proposed additional matches the previously approved structure.

MOTION: Commissioner Coles - Based on the applicant's submittal and the Statements of Facts, Findings, and Conclusions, approve Architectural Design Review application #187-ZON13-00044 as submitted for a 2,500 square foot second-story addition to the east end of the "Coos Historical Maritime Center" at 1210 North Bayshore Drive.

SECOND: Commissioner

VOTE: Unanimous

ITEM C: Vacation #187-ZON2013-043 - Cedar Avenue between North Broadway Street and Bayshore Drive).

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

Chairman Hood opened the public hearing.

Aaron Harris read the disclosure statement and outlined that applicant's request. The Coos Bay Urban Renewal District is the applicant for the vacation of a portion of Cedar Avenue located between North Broadway Street and Bayshore Drive. The Coos Bay Urban Renewal Agency and the owner of 777 Bayshore Drive, desire to sell their lots adjacent to the undeveloped portion of Cedar Avenue. According to the Urban Renewal Agency, vacating this portion of Cedar Avenue will make both parcels more marketable both individually and collectively. The lots are zoned General-Commercial (C-2) and the Agency's lot is vacant and 777 North Bayshore Drive is developed with a commercial structure. It is highly unlikely that this short portion of Cedar Avenue will be developed as a street in the future due to the steep topography of the site.

Rodger Craddock, City Manager, stated the proposed vacation was initiated by Council motion on October 1, 2013 (*Exhibit 1- Agenda Staff Report of October 1, 2013*) at the request of the Urban Renewal Agency (URA). The URA purchased the property to the north of property in question in 1998 for future development of an access route to the Front Street Redevelopment Project. The Oregon Department of Transportation indicated that an exit ramp would not meet the warrants due to issues related to elevation, car stacking, turning radius, additional land acquisition and development cost. Vacating the proposed portion of Cedar Avenue will increase the marketability of the abutting URA owned property for commercial development should the URA decide to surplus that property.

Commissioner Hood closed the public hearing.

Commissioner Marler asked staff if this would be a typical process where the right of way line is divided down the center. Ms. Erler stated that unless there is a subdivision line that includes the entire right of way, the area proposed for vacation is typically divided equally between abutting property owner.

MOTION: Commissioner Miller - Based on the applicant's submittal and the Statements of Facts, Findings, and Conclusions, recommend the City Council approve Vacation application #187-ZON13-043 to vacate Cedar Avenue between North Broadway Street and North Bayshore Drive.

SECOND: Commissioner Marineau

VOTE: Unanimous

ADMINISTRATIVE

A. Election of Planning Commission Chairman and Vice-Chairman for 2014.

MOTION: Commissioner Marineau – Nominated Chris Hood for a second term as Chairman of the Planning Commission for the year 2014.

SECOND: Commissioner Berg

VOTE: Unanimous

MOTION: Chairman Berg – Nominated Commissioner Marineau for a second term as Vice-Chairman of the Planning Commission for the year 2014.

SECOND: Commissioner Hood

VOTE: Unanimous

B. Appointment of Planning Commissioner as representative to the Design Review Committee for 2014.

MOTION: Chairman Coles – Nominated Commissioner Harlan as the Planning Commission representative to the Design Review Committee for the year 2014.

SECOND: Commissioner Hood

VOTE: Unanimous

C. Appointment of Planning Commissioner as representative to the Parks Commission.

MOTION: Chairman Hood – Nominated Commissioner Coles as Planning Commission representative to the Parks Commission for the year 2014.

SECOND: Commissioner Marineau

VOTE: Unanimous

D. Appointment of Planning Commissioner as representative to the Urban Renewal Advisory Committee for 2014.

MOTION: Chairman Marineau – Nominated Commissioner Berg as Planning Commission representative to the Urban Renewal Advisory Committee for the year 2014.

SECOND: Commissioner Marler

VOTE: Unanimous

E. Interview results of applicants for the Design Review Committee.

Due to scheduling conflicts only two of the five applicants were interviewed. The Planning Commission will hold the remaining interviews next week make a recommendation to the City Council for their January 7, 2014 meeting.

MOTION: Commissioner Berg - Due to time constraints authorize the committee of three Planning Commissioner to conduct interviews of the five candidates for the Design Review Committee and make a recommendation to the City Council to fill the four openings.

SECOND: Commissioner Hood

VOTE: Unanimous

COMMISSION COMMENTS

Commissioner Berg stated he invited the Planning Commission to attend an event Saturday, December 14, 2013 at 6:00 p.m. at the Boat Building Center.

Commissioner Marler stated he would like to commend staff on a job well done on the staff reports. He said the conditions associated with the conditional use answered all his questions. He said he is also very impressed with the quality of individuals that steps up in this committee to volunteer on the Design Review Committee.

Chairman Hood stated he agreed that you can't expect a municipality to have all the answers for everything and to be able to pay for the answers, but there are people in the community that you can go to get that needed level of expertise. He said the Design Review Committee is a valuable group of individuals.

Chairman Harlan stated he would like to know what is happening with the Empire Design Standards. He said he knows the City Council is discussing options; he would like the City Council communicate more with the Planning Commission. He said it is a mistake to not have communication between the committees involved. He added that the Design Review Committee is a key group in this community for development that makes sense.

Chairman Hood agreed with Commissioner Harlan. He said design standards that a work session is scheduled sometime in January for the City Council to review the standards. He said he is disturbed that the Planning Commission (that will be enacting the standards and making recommendations to the City Council on compliance with the standards) and the Design Review Committee (that will be implementing and review under the standards) are not involved in the process. He hopes that at some point in the process they involve the Planning Commission and the Design Review Committee.

Commissioner Coles stated the Design Review Committee and the Planning Commission have very qualified and dedicated individuals serving on the committees.

Commissioner Marineau asked if the proposed changes to land use fee has went before the City Council. Ms. Erler stated she believes the issue has not been before the City Council, but should be in early in 2014. He asked that the Planning Commission be notified when the item will be on the City Council agenda.

STAFF COMMENTS None

ADJOURNMENT 7:33 p.m.

Chris Hood, Chairman
City of Coos Bay
Coos County, Oregon

ATTEST:

Aaron Harris, Planner, City of Coos Bay