

**CITY OF COOS BAY
PLANNING COMMISSION WORK SESSION
MINUTES**

Tuesday, April 12, 2005
6:00 P.M. MANAGERS CONF. ROOM

ATTENDANCE

COMMISSIONERS: Chairman Bruce Harlan, Commissioners, Jim Berg, Chris Coles, Mark Daily, Chris Hood, Jeff Marineau and Rex Miller

STAFF: Laura Barron, Planning Administrator
Debbie Erler, Planning/Code Spec.
Scott McClure, City Manager

Internal Review of an Application

Laura Barron explained how land use applications are currently processed. She explained that affected agencies receive the same written notice that is mailed to surrounding owners. There is a 20-day notice that is required by the State and the dead line for submittal is generally the 2nd week of each month for the next month.

Chris Hood stated that at the last meeting there were statements in the report that the Fire Chief and water board had approved the development, but there was no written verification.

Laura Barron stated that if there is a statement of fact or finding in the report that indicates an agency commented on the development, then she has received written comments in some form.

The Commission discussed the "Forest Hills Estates" maps that were very difficult to read. They indicated that the plat map and the elevation map should be separate maps.

Continuance

Laura Barron stated the report must be ready for review by the public seven days prior to the hearing. If additional information comes in after the Planning packets are mailed, it is given to the Planning Commission at the hearing. If new information is submitted at the hearing a continuance is justified.

Laura Barron explained the flow chart and explained the continuance process (*see attached memorandum*).

Scott McClure further explained that a continuance is an option for the Planning Commission, the applicant or the public if new information is submitted.

Commissioner Hood stated the City needs an engineer of record to review reports submitted to the City to comment on the City's behalf. Commissioner Marineau stated the Planning Commission needs to hear the evidence before they determine if an engineer review is needed.

Negotiation/Conditions

The Planning Commission discussed past land use cases around Oregon. They discussed the need for the off-site improvements to be rational nexus or essential nexus related to the development (*see attached memorandum*).

Affordable housing

They discussed the affordability of homes in the Coos Bay area.

Meeting schedule

Scott McClure discussed the possible need to have Planning Commission meetings twice a month. The Planning Commission indicated they are not opposed to having a special meeting during the month when necessary.

Commissioner Hood stated that staff should be given more authority for administrative decisions. The Commission discussed starting the Planning Commission meetings at 6:00 p.m.

Adjournment 7:30 p.m.

Bruce Harlan, Chairman
Planning Commission
City of Coos Bay
Coos County, Oregon

ATTEST:

Debbie Erler, Planning/Code Specialist
City of Coos Bay