

**CITY OF COOS BAY  
PLANNING COMMISSION MINUTES  
Tuesday, June 11, 2013 at 6:00 P.M.  
Coos Bay City Hall, 500 Central Avenue, Coos Bay**

**ATTENDANCE**

**COMMISSIONERS:** Chairwoman Christine Coles, Commissioners Jim Berg, Bruce Harlan, Chris Hood, Phil Marler, and Jeff Marineau

**ABSENT:** Commissioner Danny Stoddard

**STAFF:** Rodger Craddock, City Manager  
Nate McClintock, City Attorney  
Laura Barron, Planning Administrator  
Debbie Erler, Planner 1

**SIGNED-IN GUESTS:** None

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**APPROVAL OF MINUTES**

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

**MOTION:** Commissioner Hood – Approve the Planning Commission minutes of February 12, 2013 as submitted.  
**SECOND:** Commissioner Marler  
**VOTE:** Unanimous  
**ABSTAIN:** Commissioner

**CCI/PUBLIC COMMENTS** None

**PUBLIC HEARING**

**ITEM A: Variance #187-ZON13-014:** The applicant, Mr. Jim Curtis, for landowner Mr. Jim Piper, 681 S. 11<sup>th</sup> Street, is requesting two variances. The first request is for a 5-foot variance to the 10-foot setback requirement to construct a 10-foot wide cover over an existing deck on the south side of the single-family dwelling abutting Greenwood Avenue. The second request is for a 9-foot variance to the 10-foot setback requirement to construct a carport with access that is perpendicular to the Greenwood Avenue right of way.

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

Commissioner Hood declared a conflict of interest and he stepped down from the review, as the applicant is a neighbor.

Chairwoman Coles opened the public hearing.

Laura Barron read the disclosure statement and outlined that applicant's request. The applicant, Jim Curtis, is requesting approval of two variances. The first variance is to the 5-foot requirement to the side setback; the applicant is requesting a 4-foot variance which would put the proposed detached carport one foot from the side property line. The second variance is to the 5-foot rear setback from the alley for the carport.

Mrs. Barron state the applicant is requesting a 2-foot variance, which would result in a three-foot setback. Access to the carport is via South 11<sup>th</sup> Street; access from the alley is not possible because of the change in elevation. The R-2 zoned subject property is 4,750 square feet in size and contains a single-family dwelling which was built in 1912. The paved driveway is located on the south side of the house. It appears to be approximately 8-feet from the property line. The applicant has stated that there is so little space a vehicle door cannot be opened if it is parked next to the bump-out of the house. The retaining wall on the west side of the property prohibits access to the property. The north end of the alley is used by the residents where the alley is at approximately the same elevation. The new "L" shaped carport is centered on the existing driveway. The driveway at South 11<sup>th</sup> Street goes up a slope making this portion of the driveway unacceptable for a carport. A letter from the neighbor to the south, Mr. Steve Metz (695 South 11<sup>th</sup> Street) stated he had no problem with the variances to the setbacks, was submitted with the application and provided to the PC with the staff report. Mrs. Barron stated no other comments have been received.

Chris Hood stated he is fine with what has been built, but he questioned whether it was built on the property or in the alley. He stated the alley is used by all the properties up to the applicant's property. He stated the alley is platted to be ten-feet wide and there is only six-feet between the existing retaining walls, so one of the retaining walls is built in the alley. He said that if someone wants to develop the alley in the future and the carport is in the alley that may prohibit the alley's development. He suggested the applicant apply for a right of way use permit. Mrs. Barron stated structures in the right of way are not allowed. Mrs. Barron stated that the variance is for a setback from the property line and the applicant indicates in the submitted application/site plan that the structure is setback from the property line.

Commissioner Berg asked if anyone knows where the property lines are located. The applicant stated that he used the telephone pole as the bases for where the property line is located.

The Planning Commission discussed the topography and the existing development. Commissioner Marineu stated the location of the existing retaining walls will help dictates future development.

Mr. Jim Piper, 681 S. 11<sup>th</sup> Street, stated there was a garage located in the same location about thirty years ago and the retaining wall was constructed prior to the garage.

- MOTION:** Commissioner Harlan – Based on the applicant's submittal, and the Statement of Facts, Findings, Conclusions attached hereto and incorporated herein by reference as "Attachment A", approve Variance #187-ZON13-014 allowing the proposed variances. The first variance is for a 5-foot variance to the 10-foot setback requirement to construct a 10-foot wide cover over an existing deck on the south side of the single-family dwelling abutting Greenwood Avenue. The second variance is for a 9-foot variance to the 10-foot setback requirement to construct a carport with access that is perpendicular to the Greenwood Avenue right of way.
- SECOND:** Commissioner Marineau
- VOTE:** Unanimous

## PRE-APPLICATION

**ITEM B: PRE-APPLICATION:** Coos Bay Municipal Code Chapter 17.345.020, Site Plan And Architectural Review, Pre-application, allows an applicant to submit a sketch plan before The formal application is filed in order to discuss the general design of the project in relation to the site and surroundings and to property development requirements. Ocean Grove Development Group, LLC, is providing pre-application information for their 68-acre housing development project at the south end of Lindy Lane which is off of Ocean Boulevard and west of K-Mart.

Commissioner Berg stated he has had interaction with the applicants and he would feel more comfortable stepping down from the review.

Commissioner Hood declared a conflict of interest as Stuntzner Engineering is involved with the project and stepped down from the review.

City Attorney Nate McClintock stated he attended the meeting because the pre-application is a process the Planning Commission is not familiar with. He stated the is not a public hearing and it is not a SPAR. It is just general information, but it is exparte contact. If an application is submitted, the Planning Commission will need to declare exparte contact. He cautioned the Commission from showing any particular support or opposition, it is more to get information about a project that might be developed down the road.

Laura Barron stated a Pre Site Plan and Architectural Review (SPAR) application is allowed per Coos Bay Municipal Code Chapter 17.345.020. Per the code the applicant may submit a sketch plan to be reviewed by the commission before the formal application is filed in order to discuss the general design of the project in relation to the site and surroundings and to property development requirements. City staff has met with the applicants, Ocean Grove Development Group, LLC, multiple times. However, the city neither supports nor opposes the proposal. The session this evening is informational. No formal application has been submitted to the City. Therefore, the discussion is general regarding the project in relation to the site and surroundings to property development requirements. There is no "record" for the pre-application. Anything that is stated or paper submitted to the Commission will need to be formally submitted at the time of application in order to be part of the record on which the decision is based. She stated the 28-acre subject property is Tax Lot 900, T. 25 R. 13, S 21C. When Tax Lot 900 was rezoned in 2006 from Residential Certified Factory-Built Home Park District (R-5) to Qualified Multiple Residential District (Q R-3), a condition was placed on the property that a SPAR be approved at the time of development. She added that the property subject to the SPAR is part of a larger project. The larger project contains a total of approximately 78 acres. The applicant is introducing a "dual life cycle development" intended to reduce or eliminate the normal boom/bust cycle that may result from a large construction project such as the Jordan Cove Energy project.

Brian Lewis, Ocean Grove representative, outlined the project that is envisioned in two-life cycles. Life Cycle 1 would be a higher density development with one, two and three story building intended for a specific client, and in this case it is Jordon Cove who they are in conversations with at this time. The concept is that construction workers would use the dwelling during initial construction and as the workers complete their work and move on to other projects, the density would be lowered and the project would transition into Life Cycle 2.

Commissioner Marler asked about the traffic study that is mentioned in the packet. Mr. Lewis stated the study is not yet complete, but an overview is now in the hands of the City. Commissioner Marler asked about the proposed shuttle service and he is concerned about the traffic. Mr. Lewis stated they have proposed transportation for the workforce to help minimize the traffic flow in Life Cycle 1 and they have worked with ODOT.

Mr. Lewis stated that it is anticipated that over 90-percent of the work force will use the provided shuttles, because there is not adequate parking on the plant's site. He discussed the reduction in the flow as the development transitions into Life Cycle 2 which has a lower density. Commissioner Marler asked what traffic path. Mr. Lewis stated the shuttles and employee vehicles will be required to follow a specific path through Coos Bay and North Bend as approved by ODOT. They also plan to help avoid peak traffic hours by staggering shifts start times. The applicant's discussed the different elements of the traffic flow with the Planning Commissions.

Commissioner Marineau asked about the proposed egress/ingress. Brian Barbuto, CEO and Managing Partner for Ocean Grove Development Group LLC, stated they plan to use Lindy Lane as the primary access and originally they were working on a secondary access which would exit at the traffic signal fronting K-Mart. They are now concentrating on an alternative path behind K-Mark and through Knife River's property to Ocean Blvd. He stated they held a neighborhood meeting and discussed the proposed development and owners in the area expressed support of the project. Mr. Barbuto stated the Fire Chief stated the alternative access would be his preference to eliminate a "choke point". The applicant's discussed possible future access.

Chairwoman Coles asked if the College has been approached about future utilization. Mr. Lewis stated they have discussed possible future utilization of the development.

Mrs. Barron asked for the transition from Life Cycle 1 to Life Cycle 2. Mr. Lewis explained as the Jordon Cove workforce declines (anticipated after three to four years) other businesses workforce would move forward. He discussed that they are in discussions with a number of agencies and companies to help transition to Life Cycle 2. He explained the process of altering the living units to lower the density in Life Cycle 2. He said some kitchens will be removed, all the bathrooms will remain and some new walls will be added.

Commissioner Harlan asked about the timing for the project. Mr. Barbuto stated they are timing the project to mirror the timing for Jordon Cove. They don't plan to build inventory until it is needed.

Commissioner Marler asked Mr. Barbuto where the ideas came from and has it been done before. Mr. Barbuto stated he is an inventor with multiple patents and he is always looking to new ideas and concepts. He said this project just came from seeing a need, wanting something good happen and working towards making it work for all parties. He said the project has just evolved. He said the government has gone in to communities and developed similar projects for short terms. He said they are looking at the long term use of the structure and permanent infrastructure. He explained that they plan to utilize local contractors and they have found an Oregon company to manufacture the modular structures. He explained the process of building the modular units.

## **ADMINISTRATIVE**

### **ITEM C: Election of Planning Commission Chairman and Vice-Chairman for 2013.**

**MOTION:** Commissioner Marineau nominated Commissioner Hood as Chairman of the Planning Commission for the remainder of 2013.  
Commissioner Marler seconded the nomination.

Commissioner Berg nominated Commissioner Marineau as Vice-Chairman of the Planning Commission for the remainder of 2013.  
Commissioner Coles seconded the nomination.

**VOTE:** Unanimous

## **COMMISSION COMMENTS**

Commissioner Berg announced that the Dolphin Players are sponsoring a concert for the Boat Center on June 23, 2013 at 7:00 p.m.

Commissioner Marineau stated he read a recent report about the possibility of revitalizing the upper floors of some of the buildings in the downtown area. He said he is encouraged by the possibility of energizing the downtown. Commissioner Hood agreed. Chairwoman Coles stated similar projects have been completed in other areas with great success.

Commissioner Berg stated he is excited about the possible growth the proposed LNG project could bring to the area. He said the municipalities would be wise to put together a task force to help ensure we don't miss any of the opportunities this project may bring to the area.

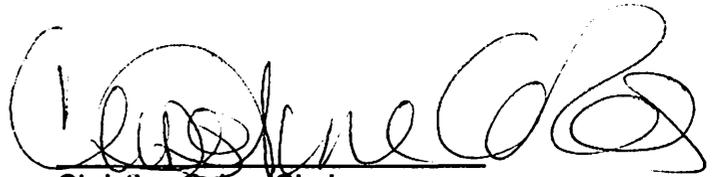
## **STAFF COMMENTS**

Laura Barron announced that this was her last Planning Commission meeting and she will be retiring on Sunday, June 23, 2013. She stated that she has enjoyed working with the Planning Commission and that this Planning Commission has made her job a lot easier because of their expertise and dedication to the community.

Chairwoman Coles stated that Mrs. Barron and Ms. Eler do an incredible job. Commissioner Hood stated that land use is his profession and he works with many jurisdictions. He said very rarely do you find reports this level of information and professionalism that the City staff provides. He said he wishes there were more jurisdictions that provide this level of service to their Planning Commission.

City Manager, Rodger Cradock agreed with the Planning Commissioner and thanked Mrs. Barron for her years of service. He stated that the City combined the Economic Development position and the Planning Administrator position into a new Community Development Director position. Mr. Eric Day has been hired to fill the position he will start on July 1, 2013. The City will also be hiring an additional Planner 1.

**ADJOURNMENT** 7:22 p.m.



Christine Coles, Chairman  
City of Coos Bay  
Coos County, Oregon

ATTEST:

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Debbie Erler, Planner, City of Coos Bay

**APPROVED AS REVISED 08-13-2013**