

**CITY OF COOS BAY**  
**PLANNING COMMISSION MINUTES**  
**Tuesday, July 8, 2014 at 6:00 P.M.**  
**Coos Bay City Hall, 500 Central Avenue, Coos Bay**

**ATTENDANCE**

**COMMISSIONERS:** Vice-Chairman Jeff Marineau, Commissioners Jim Berg, Christine Coles, Bruce Harlan, Phill Marler and Rex Miller

**ABSENT:** Chairman Chris Hood

**STAFF:** Debbie Erler, Planner  
Aaron Harris, Planner

**SIGNED-IN GUESTS:** None

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**CCI/PUBLIC COMMENTS** None

**APPROVAL OF MINUTES**

Approval of the Planning Commission minutes of June 10, 2014.

**MOTION:** Commissioner Coles- Approve the Planning Commission minutes of June 10, 2014 as submitted.

**SECOND:** Commissioner Berg

**VOTE:** Unanimous                      **ABSTAIN:** Commissioner Marler

**PUBLIC HEARINGS**

**ITEM A:Site Plan and Architectural Review (SPAR) #187-ZON14-036**

The applicant, Coos Head Food Coop, is requesting approval to convert the commercial building located at 353 S 2nd Street into a natural food store. The applicant proposes to convert the existing warehouse located between the store and the alley into employee offices and storage, and to build an enclosed and climate controlled passageway that ties the two buildings together.

Vice-Chairman Marineau 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.

Vice-Chairman Marineau opened the public hearing.

Aaron Harris read the disclosure statement and outlined the applicant's request.

Commissioner Berg, North Point Realty, stated he sold the building to the applicants a few months ago. He stated he has no current financial interest in the project.

Commissioner Marineau asked about the floodplain. Ms. Erler stated that according to the submitted Elevation Certificate the finished floor level of the existing buildings is above the 13-feet.

Commissioner Berg asked if the Planning Commission was reviewing this development because of the floodplain. Mr. Harris stated a SPAR review is required due to the change of use and the addition connecting the two buildings.

John Shaw, 61092 Old Wagon Road, Coos Bay, Oregon thanked the City for all the help they provided in making it possible to move into the store.

Vice-Chairman Marineau closed the public hearing.

Commissioner Miller asked about off-street parking. He said he there has been problems in the past and he would like to see verification of a parking agreement with Frontier for off-street parking. He said he would also like to see a two street trees added to the landscape area along South 2<sup>nd</sup> Street. Mr. Harris stated the landscaping requirements are based on the number of off-street parking spaces provided and the property is in the Parking District, so off-street parking is not required. He added that the applicant's leased parking from Frontier is essentially additional parking for their customers and employees.

John Shaw stated they have signed a three year contract with Frontier for off-street parking and an option to extend for an additional three years, with hopes to purchase the off-street parking. He added that they cannot exist as a grocery store without a parking lot.

Jerry Kirkeby, Vice President on the Board of Directors, stated parking was paramount for the business since the existing location had very little parking. He said they are not opposed to adding a couple trees to the planting area. They want to improve the outside appearance of the property.

**MOTION:** Chairman Coles - Based on the findings, conclusions, conditions and applicant's submittal, attached hereto and incorporated herein by reference, approve Site Plan and Architectural Review (SPAR) #187-ZON14-036 for the Coos Head Food Coop, is to convert the commercial buildings located at 353 S 2nd Street into a Natural food store, subject to the following Conditions:

1. The project will be undertaken and completed consistent with the plans submitted, except as altered by conditions attached to the approvals.
2. It shall be the sole responsibility of the applicant to coordinate and receive approvals from the appropriate state and federal resource agencies prior to commencement of construction. If a deviation from this original SPAR application is required as a result of the resource agency's assessment and coordination, the applicant shall resubmit any changes for approval. This may result in an additional application(s).

3. The applicant shall obtain a letter from the Coos Bay Fire Chief, prior to the issuance of building permits, stipulating that on-site fire protection facilities are proposed to be provided in accordance with City of Coos Bay current regulations for such developments.
4. No permits shall be issued for this project on the site until all review fees have been paid by the applicant.
5. The applicant shall obtain a pre-fill elevation certificate and a post construction certificate (including pictures) per CBMC 17.195.
6. The applicant shall be required to meet all provisions stipulated by CBMC 17.195, as applicable.
7. The applicant shall apply for and obtain any necessary signage permits prior to installation.
8. All proposed signage shall comply with the stipulations set forth in CBMC 17.230.070.
9. The applicant shall be required to cap the existing/abandoned sewer lateral at the property line.
10. The proposed lateral must be designed to safely convey the design flow rate associated with the project.
11. State and city permits will be required for the new sewer lateral.
12. Any changes that occur to roof drainage or site drainage as a result of the project must maintain historic drainage conditions.
13. The applicant shall comply with all building regulations and obtain all applicable permits for the intended use.
14. The applicant shall provide landscaping along South 2<sup>nd</sup> street in the form of two trees selected from the City of Coos Bay approved species list.

**SECOND:** Commissioner Miller  
**VOTE:** Unanimous

**ITEM B: Site Plan and Architectural Review (SPAR) #187-ZON14-038** The applicant, Southern Oregon Marine, Inc. is requesting approval to construct a 50-foot by 70-foot two-story addition at 40 Ross Inlet Road. The first floor of the structure would accommodate a staff lunch room and lockers. The second floor would be used for offices and a conference room.

Vice-Chairman Marineau 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.

Commissioner Marler stated the applicant is a current client of his business. He declared a conflict of interest and stepped down from the public hearing.

Vice-Chairman Marineau opened the public hearing.

Debbie Eler read the disclosure statement and outlined the applicant's request.

Michael Lariviere, 93676 Links Lane, Coos Bay, stated they would like to add ten to twelve employees to the business and they need additional space to consolidate locker rooms/restroom/shower and offices.

Vice-Chairman Marineau closed the public hearing.

**MOTION:** Chairman Coles - Based on the findings, conclusions, conditions and applicant's submittal, attached hereto and incorporated herein by reference, Site Plan and Architectural Review application #187-ZON14-038 for Southern Oregon Marine, Inc. to construct a 50-foot by 70-foot two-story addition as proposed at 40 Ross Inlet Road, subject to the following Conditions:

1. The applicant/owner must secure all required structural and development permits as required, from the City, State and Federal agencies.
2. A fire, life and safety plan review will be performed prior to the issuance of building plans. The review will verify compliance with all current Building Code requirements, including fire and Life Safety, fire apparatus access, adequate hydrant location and flows.
3. The proposed structure must comply with Flood Damage Prevention standards as outlined in CBMC, Chapter 17.195, prior to occupancy.
4. It shall be the owner's responsibility to coordinate with the Coos Bay North Bend Water Board to determine if the public water facilities are adequate. The City does not regulate potable water. Upon issuance of permits, applicant must provide documentation that shows that the pump station has capacity for the new development. If additional sewer laterals/lines are proposed City and/or State permits may be required and adequate measures taken to comply with OSHA regulations.
5. Any changes to site drainage as a result of the project must maintain historic drainage conditions. If it is later determined that grading will occur onsite, the project must obtain a grading permit from the City, prior to beginning work.
6. The applicant shall provide documentation that shows that the project does not generate more than 500 trips per day. If project generates more than 500 trips per day a traffic control plan will be required."

**SECOND:** Commissioner Berg

**VOTE:** Unanimous

#### **DEVELOPMENT CODE (CBMC, Title 17) REWRITE**

Aaron Harris provided a brief synopsis of the previous development code discussion regarding administrative provisions. He stated that this month's meeting focuses on commercial, residential, and industrial uses, which outlines the proposed change to the remaining zoning code.

The Planning discussed report would like to "Red Line" the following items for further discussion:

1. Why limit the maximum size of a lot (example LDR6). Some owners want larger lots and some larger lots have topographically issues that limit the developable area, especially in Eastside.
2. Confusion regarding LDR6 requirement 6,000 square foot minimum lot size, but not smaller than 5,000 square feet.

3. Concerned about allowing "Duplexes" in the proposed Low Density Residential zone (previously R-1 zone).
4. Confirm that existing lots are "Grandfathered" and not nonconforming. It could affect future financing (Example 25 x 125 and 40 x 100 platted lots). Standards apply to newly created lot.
5. Consider allowing more lot coverage (existing 35% (R-1) and 40% (R-2) maximum allowed lot coverage
6. Consider including single-family dwelling in proposed MDR zone.

**COMMISSION COMMENTS**

Commissioner Harlan expressed concern about the recent increase in the size of the staff reports. He said inserting entire chapters of the development code and chapters unrelated to the request should not be included in the report.

Commissioner Berg stated the size of land use packet does not increase the odds of approval.

Commissioner Coles stated the RSVP program is out of funding. They are hoping for additional funding from another sponsor in 2015.

Commissioner Miller stated that it is now fire season. He advised everyone not to do outdoor burning.

**ADMINISTRATIVE**        None

**ADJOURNMENT**        7:38 p.m.



Jeff Marineau, Vice-Chairman  
City of Coos Bay  
Coos County, Oregon

ATTEST: Debbie Erler  
Debbie Erler, Planner  
City of Coos Bay

**APPROVED AS SUBMITTED SEPTEMBER 15, 2014**