

**MINUTES OF THE PROCEEDINGS OF THE
CITY OF COOS BAY URBAN RENEWAL AGENCY**

November 6, 2012

The minutes of the proceedings of the City of Coos Bay Urban Renewal Agency, held immediately following the City Council meeting held at 7 p.m. in the Council Chambers at City Hall, 500 Central Avenue, Coos Bay, Oregon.

Those Attending

Those present were Chair Gene Melton and Board Members Jennifer Groth, Jon Hanson, Stephanie Kramer, Crystal Shoji, and Mike Vaughan. Board Member John Muenchrath was absent. City staff present were City Manager Rodger Craddock, City Attorney Nate McClintock, Finance Director Susanne Baker, Deputy Finance Director Amy Kinnaman, Economic Revitalization Administrator Joyce Jansen, Library Director Sami Pierson, Public Works and Development Director Jim Hossley, Fire Chief Stan Gibson, and Police Chief Gary McCullough.

Public Comments

No comments were given.

Consent Calendar

Chair Melton reviewed the consent calendar which consisted of 2a: approval of the minutes of October 16, 2012. Board Member Shoji moved to approve the consent calendar approving the minutes of October 16, 2012. Board Member Groth seconded the motion which passed with Chair Melton and Board Members Groth, Hanson, Kramer, Shoji, and Vaughan voting aye. Board Member Muenchrath was absent.

Approval of a Façade Improvement Grant for the Empire Subway

Economic Revitalization Administrator Joyce Jansen presented a Façade Improvement Grant Application on behalf of Sven Backman, owner of a Subway restaurant franchise for property located at 810-812-814 Newmark Avenue. Mr. Backman obtained three local bids for the façade project, bids ranged from \$136,089, \$141,932, and \$143,690. Based on the façade programs 50/50 grant match requirement with a maximum grant of \$25,000, the total grant amount to be considered by the Agency to renovate the interior and exterior of the building was \$25,000. Upon completion of the renovations a Subway restaurant would open in the southeast portion of the building with existing business, Empire Beauty Shop remaining in the southwest corner of the building, and the north end of the structure would be available for lease. Ms. Jansen noted Mr. Backman received approval from the property owner, Steve Basmajian, for the improvements to the property. Proposed exterior improvements included: new windows, doors, awnings, pilasters, horizontal cement-based lap siding, and wall mounted signage for Subway with areas provided for future tenant signage.

Ms. Jansen noted the Design Review Committee (DRC) reviewed the application on June 21, 2012 and recommended the Agency approve the overall design of the façade project with suggested modifications to signage; suggesting Mr. Backman give consideration to reducing the height of the Subway sign, the sign be front lit rather than back lit, and signage be mounted to the building in a consistent manner. Ms. Jansen advised the property was located in the Empire

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Design Standards area and the Planning Commission considered the architectural design review application on July 20, 2012. The Planning Commission approved the Art Deco façade improvements and signage for property, subject to the following conditions: The proposed exterior lighting, including poles, bollards, and fixtures shall be submitted to staff for review/verification that the style is complimentary to the existing city street lights; and the proposed trash enclosure design shall be submitted to staff for review and verification that the style is complimentary to the proposed building façade. Sven Backman: stated a delay in approval of structural permits was part of the reason the project was delayed; estimated construction would begin in four to six weeks.

Board Member Kramer moved to approve the Façade Improvement Application as recommended by the Design Review Committee. Board Member Shoji seconded the motion which passed with Chair Melton and Board Members Groth, Hanson, Kramer, Shoji, and Vaughan voting aye. Board Member Muenchrath was absent.

Adjourn

There being no further business to come before the Agency, Chair Melton adjourned the meeting.

Attest:



Jennifer Groth, Secretary



Gene Melton, Chair