

PLANNING COMMISSION MEETING

Tuesday, November 25, 2014

10:00a.m.

CONVENED:

The meeting was called to order by Vice Chair Daugherty at 10:00a.m.

PRESENT

Vice Chair Don Daugherty
Commissioner Don Collins
Commissioner Evan Goeglein
Commissioner John Schaeffer
Commissioner Bill Jones
Eric Heesacker, City Planner
Council Liaison, Mark Poling
John Krawczyk, City Engineer
Kailin Honea, staff

ABSENT

Chair Jo Anne Mead
Commissioner Shirley O'Gara

PLANNING COMMISSION MEMBER COMMENTS

Commissioner Jones would like to know if there is any particular reason why we are going over different sections of the code during these meetings. Heesacker stated the goals of going through codes are to refresh the Planning Commission on regulations to and receive feedback from the Planning Commission.

COUNCIL LIAISON REPORT

Council Liaison Poling stated:

- That he has been receiving comments on our fees and how it could affect new business inside the city limits.
- There was a November 20, 2014 public hearing regarding the Water Master Plan update Project funded with Community Development Block grant Funds from the Oregon Business development Department. No public comment.

- John bond is a board member of ACCESS and asked the council to be a sponsor and it was approved.
- Council approved the retainer agreement between the City of Rogue River and Legal counsel and advisor attorney Steve Rich.
- Council approved the Agreement between City of Rogue River and The State of Oregon Building Codes Division relating to the Delegated Building Inspection Program.
- Council appointed Sherill Boots and Kathleen Faye to the Tree City Committee.
- Council's proclamation stating that we are a "Partner of the Rogue Valley Food System Network" in an effort to strengthen our community's food system as a whole.
- Council accepted a request from the Rogue River Chamber of Commerce to participate in the free Thanksgiving Day Dinner being held at the Rogue River Community Center by council pledging such participation.

APPROVAL OF MINUTES

A motion was made (Schaeffer) to approve the October 14, 2014 meeting minutes and seconded by (Collins). Motion passed unanimously with amendments.

A motion was made (Schaeffer) to approve the October 28, 2014 workshop minutes and seconded (Collins). Motion passed unanimously with amendments.

NEW BUSINESS-

Shirley's Leave Request-

Shirley's Leave Request was motioned by (Collins) and seconded by (Geoglein). Motion passed unanimously and recommended to the City Council for final approval.

OLD BUSINESS-

None.

OTHER BUSINESS-

1. VACANT PLANNING COMMISSION POSITIONS

Planner Eric Heesacker asked planning what they think he should do regarding the two vacant planning position. Commissioner Collins requested this go to Mark Reagles (City Administrator) and Pam VanArsdale (Mayor) for further direction.

2. PLANNING COMMISSION TO REVIEW ROGUE RIVER MUNICIPAL CODE CHAPTER 17.75: MANUFACTURED DWELLING PARKS – AND – CODE CHAPTER 17.80: RECREATIONAL VEHICLE PARK.

Heesacker reviewed the codes regarding Manufactured Dwelling Parks and Recreational Vehicle Park. Discussion followed between commissioners and City Planner.

STAFF COMMENTS AND UPDATES:

John Krawczyk-

Projects:

- 2015 Street Improvement Projects. The next phase of street improvements will include reconstruction Placer St., Overlaying oak St., numerous grind and infill and extensive crack sealing, Projects will be bid in next spring.
- Water System Master Plan. We have completed our final review of the plan, which has been approved by the Oregon Health Division. The Water Management and Conservation Plan portion is under review by Water Resources. A public hearing was held on November 20 regarding the CDBG Grants that funded the project.
- Tennis Court Rehabilitation Project. The project will be bid late winter for construction in the spring.

Miscellaneous:

- The final plat for Foothill Estates Phase 2 has been submitted. Waiting for County Surveyor review and a detailed scope of work and cost estimate from the developer for a bond to guarantee completion of the unfinished improvement. Their Project Engineer is working on as-built construction drawings.
- Leaf pickup season continues.
- The public works crew attended Distracted Driving Training presented by City, County Insurance Services.
- Staff attended FEMA Flood Fight training with an emphasis on sand bagging.
- Staff attended a meeting of the Jackson County Emergency management Advisory Group.
- Delivery of the street sander is expected this week.

Eric Heesacker-

Applications in Process:

- A PLA request at 902 Broadway is currently on HOLD, because the submission is not complete.
- The review for the proposed Subway Sandwich Shop is currently on HOLD until the applicant submits floor plan for "Special Inspection Review" through Pat DeBenedetti.

Applications Approved:

- The last approved applications were for Gary Jackson's Conversion application at 531 W. Evans Cr. Rd. and the Guacamayo Restaurant.

Information Request:

- 114 Short Street: a request to determine the Home's conformance with code standards.
- A new office at Murphy Plywood (to be built where old scaling station was located). Previous news had this as "submitted". It's been approved and is under construction.
- Request for information regarding the construction of another (second dwelling to replace one existing dwelling) at 5875 Foothill.
- Confirmation that an applicant may be moving ahead with commercial development at the old Rambo Field.

Miscellaneous:

- More than one request to locate temporary RV parking on a residential parcel located mostly in the floodplain at 425 Magerle. Staff has informed these folks that temporary parking of RV's is not allowed anywhere in the city for more than 14 days in any single calendar year.

Building Permits:

- Three more homes in Foothill Estate: at 105, 107, and 122 Sienna Way.

Next Planning Commission Meeting, Tuesday, December 9th, 2014 at 10:00a.m.

ADJOURN

There being no further business to come before the Planning Commission the meeting was adjourned at 11:20 a.m.

ATTEST:

Chair Jo Anne Mead