

**CITY OF COTTAGE GROVE PLANNING COMMISSION**

Minutes of the Regular Public Hearing

December 20, 2023

**CALL TO ORDER**

Chair Rigel called the meeting to order at 7:11 p.m.

**ROLL CALL**

Assistant Planner Allison Crow called the roll. The following were:

**PRESENT IN THE**

**COUNCIL CHAMBERS**

Chair Ashley Rigel, Garland Burback, Jeff Gowing, Tim Burns  
and David Christoper

**PRESENT VIA**

**GOTOMEETING**

None

**ABSENT:**

Vice Chair Beau Solesbee, Thomas Munroe

**STAFF PRESENT IN**

**THE COUNCIL**

**CHAMBERS:**

City Planner-Eric Mongan, Assistant Planner-Allison Crow  
Public Works & Development Director- Faye Stewart

**APPLICANT PRESENT:**

Greg Cochran – Building Owner – 96 & 98 Palmer Avenue

**MEDIA PRESENT:**

None

Staff advised that this hearing had been advertised and publicized and notices posted as required by law. It was asked that any correspondence received be noted as a part of the item on the agenda.

**ITEMS TO BE ADDED TO THE AGENDA**

None

City Planner Mongan stated that Clayton Payne (MCPA 1-22) has fallen ill and asked that the item be postponed to a later date. The application will be re-scheduled and re-noticed. Memo attached.

**MINUTES**

October 18, 2023

**IT WAS MOVED BY COMMISSIONER GOWING AND SECONDED BY COMMISSIONER CHRISTOPHER TO APPROVE THE MINUTES FOR OCTOBER 18, 2023.**

Vote on the motion as follows:

VOTE	Commissioner Rigel	Commissioner Burback	Commissioner Gowing	Commissioner Burns	Commissioner Munroe	Commissioner Solesbee	Commissioner Christopher
AYES	X	X	X	X			X
NAYES							

Minutes for October 18, 2023 are approved.

**OLD BUSINESS**

None

**EX PARTE CONTACT**

None

**7:17 PM Public Hearing for CUP 3-23 Opened**

- (a) COTTAGE GROVE CHEVROLET – CONDITIONAL USE PERMIT (CUP 3-23) FOR OPERATION OF A BODY SHOP. Applicant is seeking approval to operate an automotive body shop at 96 and 98 Palmer Ave (Map/TL 20-03-27-40-00404). Relevant Criteria: Section 14.44.400 Conditional Use Permit. Applicant: Cottage Grove Chevrolet, 2775 Row River Rd, Cottage Grove, OR 97424. Hearing Date: December 20, 2023 at 7:00 PM, Council Chambers and virtually (see [www.cottagegroveor.gov](http://www.cottagegroveor.gov) for meeting link), Cottage Grove City Hall; 400 E Main Street, Cottage Grove, OR 97424.

**MATERIALS TO BE PART OF THE RECORD:**

City of Cottage Grove File: CUP 3-23

- Applicant's Application
- Applicant's Narrative
- Minutes and information from Community Meeting dated November 30, 2023
- Site Plan
- City of Cottage Grove Completeness Correspondence
- Affidavit of Posting
- Affidavit of Notice

**Proposal:**

This Type III Conditional Use Permit application is to establish an auto body shop located at 96 and 98 Palmer Ave, Map 20-03-27-40-00404. This parcel is zoned M – Industrial, and is currently improved with a vacant structure. Section 14.41.800 requires the applicant to host a noticed neighborhood meeting within six-months of the application date. The applicant completed a notice to adjacent property owners within 300ft of the development site and completed an on-site posting. The meeting was held November 30, 2023, and there were no attendees.

Per Table 14.24.110, vehicle repair is a conditionally allowed use, hence this Type III Conditional Use application. Some conditions of approval from CUP 1-12 are applicable to this property, which was the original land use approval of an auto body shop in the industrial space addressed as 98 Palmer Ave.

The applicant is proposing to open an auto body shop at 96 and 98 Palmer Ave, which would be an extension of the Cottage Grove Chevrolet's Service Department. Adjacent properties are fully developed with a variety of industrial uses, and are also zoned M – Industrial.

#### COMMENTS RECEIVED

The City Planner, Eric Mongan, reviewed the applicant's proposal and determined that no engineering comments were needed for the use related application.

Staff is recommending that the Conditional Use Permit CUP 3-23 be **APPROVED** for the proposed auto body shop at 96 / 98 Palmer Ave. pursuant to Section 14.44.400 Conditional Use Permits – Criteria, Standards and Conditions of Approval which are supported by findings of fact and conditions that can establish compliance with applicable state and local standards.

**IN FAVOR** Greg Cochran – 33482 Molitor Ranch Rd, Cottage Grove, OR 97424

**NEUTRAL** None

**AGAINST** None

**Chair Rigel closed public meeting for CUP 3-23 at 7:20 pm and brought it back to the Commission.**

**IT WAS MOVED BY COMMISSIONER BURBACK AND SECONDED BY COMMISSIONER GOWING TO APPROVE APPLICATION CUP 3-23 AS PRESENTED BASED ON THE CRITERIA FINDINGS, CONCLUSIONS, AND RECOMMENDATIONS STATED IN THE STAFF REPORT. THIS APPROVAL SHALL BE SUBJECT TO THE CONDITIONS PRESENTED BY STAFF DURING THIS HEARING.**

VOTE	Commissioner Rigel	Commissioner Burback	Commissioner Munroe	Commissioner Burns	Commissioner Gowing	Commissioner Solesbee	Commissioner Christopher
AYES	X	X		X	X		X
NAYES							

Motion carries.

### **INFORMATION FROM STAFF**

City Planner Mongan stated that the commission will be voting for Chair and Vice Chair at the first meeting of the New Year. Vice Chair Solesbee will not be seeking reappointment. Commissioner Burbach has applied for reappointment so there will be a new commissioner appointed after interviews.

Staff was successful in obtaining a technical assistance grant from DLCD to conduct an ENA/Buildable lands inventory. It will probably be a February start and will be about a yearlong process. There will be a study included on the feasibility of establishing a Mixed Use zone or overlay and what that may include. The next meeting will include adding members of the planning commission to the advisory sub-committee.

### **AUDIENCE PARTICIPATION**

None

### **COMMISSION COMMENTS**

None

### **ADJOURNMENT**

There being no further business, Chair Rigel adjourned the Planning Commission meeting at 7:24 p.m.

ATTEST:

APPROVED:

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Tina MacDonald, Recording Secretary

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Ashley Rigel, Chair