

CITY OF COTTAGE GROVE PLANNING COMMISSION

Minutes of the Regular Public Hearing

February 21, 2024

CALL TO ORDER

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

ROLL CALL

Recording Secretary Tina MacDonald called the roll. The following were:

PRESENT IN THE

COUNCIL CHAMBERS

Chair Ashley Rigel, Vice Chair Brandon Parsons, Garland Burback, Jeff Gowing, Tim Burns, Thomas Munroe and David Christopher

PRESENT VIA

GOTOMEETING

None

ABSENT:

None

STAFF PRESENT IN

THE COUNCIL

CHAMBERS:

City Planner-Eric Mongan, Assistant Planner-Leni Crow
Public Works & Development Director- Faye Stewart,
Recording Secretary Tina MacDonald

APPLICANT PRESENT:

Brogan Weybright – Applicant – 34025 Witch Extension Rd,
Cottage Grove, OR 97424

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

MINUTES

December 20, 2023

IT WAS MOVED BY COMMISSIONER BURBACK AND SECONDED BY COMMISSIONER GOWING TO APPROVE THE MINUTES, WITH AMENDMENTS, FOR DECEMBER 20, 2023.

Vote on the motion as follows:

| VOTE | Commissioner Rigel | Commissioner Burbuck | Commissioner Gowing | Commissioner Burns | Commissioner Munroe | Commissioner Parsons | Commissioner Christopher |
|-------|-----------------------|-------------------------|------------------------|-----------------------|------------------------|-------------------------|-----------------------------|
| AYES | X | X | X | X | X | X | X |
| NAYES | | | | | | | |

Minutes for December 20, 2023 are approved.

OLD BUSINESS

None

EX PARTE CONTACT

Commissioner Parsons stated that he has worked with both applicants. This will not affect the hearing. Commissioner Christopher moved and Commissioner Gowing seconded allowing Commissioner Parsons to participate in the hearing.

7:06 PM Public Hearing for MCPA 4-23 Opened

- (a) JANE DIXON - COMPREHENSIVE PLAN AMENDMENT WITH ZONE CHANGE (MCPA 4-23). COMPREHENSIVE PLAN AMENDMENT WITH ZONE CHANGE FROM C2P – COMMUNITY COMMERCIAL/ B - CENTRAL BUSINESS DISTRICT TO RC -RESIDENTIAL COMMERCIAL/ C - COMMUNITY COMMERCIAL. Applicant is seeking approval of a Comprehensive Plan Amendment with Zone Change at 208 S. 6th Street (Map T/L 20-03-28-34-07400), 0.15 acres of C2P-Community Commercial/ B-Central Business District to RC-Residential Commercial/ C-Community Commercial. Relevant Criteria: Section 14.47.500 Criteria for Legislative & Quasi-Judicial Amendments Approval Criteria. Applicant: Jane Dixon, 208 S. 6th Street, Cottage Grove, OR 97424. Hearing Date: February 21, 2024 at 7:00 PM, Council Chambers and virtually (see 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: MCPA 4-23

- Applicant's Application
- Site Plan
- Affidavit of Posting
- Affidavit of Notice

Proposal:

Ms. Dixon has made this application to change the designation and zoning on the dwelling located at 208 S 6th Street to RC Residential Commercial, in order to allow a home on the property if the existing house is destroyed. The Residential Commercial designation will allow some redevelopment for commercial uses that are appropriate at this location while allowing the retention of residential use.

There are two parts to this application:

- a. Amend the Comprehensive Plan Land Use Map to re-designate the subject property from B Central Business to C Community Commercial; and
- b. Amend Title 14, Cottage Grove Development Code land use district map to rezone the subject property described in Exhibit A from C2P Community Commercial to RC Residential Commercial.

COMMENTS RECEIVED

None

Staff is recommending that **MCPA 4-23** be **RECOMMENDED** to City Council to amend the Comprehensive Plan Land Use Map, pursuant to Section 14.41.500, which is supported by findings of fact, to:

- a. Amend the Cottage Grove Comprehensive Plan from B Central Business to C Community Commercial for 208 S 6th Street, Map/TL: 20-03-2834-07400.
- b. Amend the Cottage Grove Land Use Map from C2P Community Commercial to RC Residential Commercial for 208 S 6th Street, Map/TL: 20-03-2834-07400.

IN FAVOR Eric Swanson and Amy Kennedy – 208 s. 6th Street, Cottage Grove, OR 97424

NEUTRAL None

AGAINST None

Chair Rigel closed public meeting for MCPA 4-23 at 7:08 pm and brought it back to the Commission.

IT WAS MOVED BY COMMISSIONER BURBACK AND SECONDED BY COMMISSIONER GOWING TO RECOMMEND TO COUNCIL MCPA 4-23 AS PRESENTED BASED ON THE CRITERIA FINDINGS, CONCLUSIONS, AND RECOMMENDATIONS STATED IN THE STAFF REPORT.

| VOTE | Commissioner Rigel | Commissioner Burback | Commissioner Munroe | Commissioner Burns | Commissioner Gowing | Commissioner Parsons | Commissioner Christopher |
|-------|--------------------|----------------------|---------------------|--------------------|---------------------|----------------------|--------------------------|
| AYES | X | X | X | X | X | X | X |
| NAYES | | | | | | | |

Motion carries.

7:11 PM Public Hearing for SDR 3-23 Opened

- (b) GEOMAX, INC. – SITE DESIGN REVIEW (SDR 3-23). CONSTRUCT AN EIGHT (8) UNIT COTTAGE CLUSTER. Applicant is seeking approval to construct an eight (8) unit cottage cluster at 1242 Ostrander Lane (Map T/L 20-03-28-14-00200). Relevant Criteria: 14.42.600 Site Design Review Approval Criteria. Applicant: Geomax, Inc. 806 N. 9th Street, Cottage Grove, OR 97424. Hearing Date: February 21, 2024 at 7:00 PM,

Council Chambers and virtually (see 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

- Application
- Plan Set & Narrative
- Completeness Letter
- Affidavit of Notice
- Affidavit of Posting
- Engineering Comments dated February 8, 2024
- Fire Marshall Comments dated January 29, 2024

Proposal: The applicant proposes to build eight single-family cottages on the subject parcel. The parcel is currently vacant, with the adjacent parcel to the east developed with six single-family dwellings, and one smaller single-family dwelling to the west. The proposed plan would place eight homes, ranging from 700 sqft to 880 sqft on the subject parcel, eight parking spaces, and both private and common open space. Each proposed cottage will be a two bedroom one bathroom.

The proposed development is located in the R-2 Medium Density Residential Zone, which allows for a minimum of four cottages and a maximum of 14 cottages.

While cottage clusters are permitted through a Type II process, this Type III application is due to the requested 40% reduced common open space, the infill setback standards, garbage location, pedestrian access, and the location of parking spaces. Due to the narrow width of the parcel, the proposed cottages could not be configured to where at least 50% opened onto the common open space, nor be within the 60' spacing requirement, hence the requested reduced common open space. The subject parcel qualifies as infill development; however, per 14.22.140(E), the applicant can apply for a Type III Site Design Review if they feel their proposed design meets the intent of this section without meeting the letter of the above standards. The Cottage Cluster section of the Development Code, Section 14.22.200(C), requires that the parking locations be placed to the side or rear of the development and not placed between the development and the primary street frontage. Additionally, the applicant has proposed a delineated pedestrian crossing along the drive aisle to Ostrander Ln, which is typically a raised crosswalk. Lastly, the Cottage Cluster code states that trash receptacles shall be set back at least 10' from adjacent residences, which this application does not meet. For the above stated reasons, the applicant has submitted a Type III application.

COMMENTS RECEIVED

Comments were received from Eric Mongan, City Planner on February 8, 2024. Fire Marshal Danny Solesbee submitted comments on January 29, 2024. These comments are addressed in the staff report in the Exhibits and included in conditions of approval.

Staff is recommending **APPROVAL WITH CONDITIONS** for the proposed cottage cluster located at 1242 Ostrander Ln (Tax Map 20-03-28-14 tax lot 200) pursuant to Section 14.42.600 Site Design Review Approval Criteria which are supported by findings of fact and conditions that can establish compliance with applicable state and local standards.

IN FAVOR Brogan Weybright – 34025 Witch Extension Rd, Cottage Grove, OR 97424.
NEUTRAL None

Chair Rigel closed public meeting SDR 3-23 at 7:15 pm and brought it back to the Commission.

Chair Rigel re-opened the public meeting for SDR 3-23 at 7:17 pm.

AGAINST Wayne Sage – 1254 Ostrander Lane, Cottage Grove, OR 97424

Mr. Sage asked for clarification regarding the intention and parking plans for the property.

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

Commissioner Burback asked about middle housing land division. Chair Rigel spoke to her concern about a trend with allowances. Commissioner Munroe asked about the fire concern for the back units. Commissioner Christopher spoke in favor of the use of the space on an odd sized lot.

IT WAS MOVED BY COMMISSIONER BURBACK AND SECONDED BY COMMISSIONER PARSONS TO APPROVE APPLICATION SDR 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.

(c) Voting for Chair and Vice Chair of the commission.

Commissioner Burns recommended Chair Rigel retain the chair. Commissioner Gowing seconded. Commissioner Christopher nominated Commissioner Parsons as Vice Chair. Commissioner Gowing seconded.

(d) Volunteers for Economic Opportunities Analysis sub-committee.

Commissioners Rigel, Christopher and Parsons volunteered.

INFORMATION FROM STAFF

MCPA 1-22 will be re-noticed and heard at the March Planning Commission meeting. DCTA 1-24 will also be heard.

AUDIENCE PARTICIPATION

None

COMMISSION COMMENTS

None

ADJOURNMENT

There being no further business, Chair Rigel adjourned the Planning Commission meeting at 7:31 p.m.

ATTEST:

APPROVED:

Tina MacDonald, Recording Secretary

Ashley Rigel, Chair