

CITY OF COTTAGE GROVE PLANNING COMMISSION

Minutes of the Regular Public Hearing

March 19, 2025

CALL TO ORDER

Chair Parsons called the meeting to order at 6:00 p.m.

ROLL CALL

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

PRESENT IN THE COUNCIL CHAMBERS: Garland Burback, Brandon Parsons, Thomas Munroe & Ryan Birdseye

PRESENT VIA ZOOM: None

ABSENT: Jill Hermansen, David Christopher and Tim Burns

STAFF PRESENT IN THE COUNCIL CHAMBERS: Associate Planner, Leni Crow and Recording Secretary Tina MacDonald

APPLICANT/GUEST PRESENT: None

VIA ZOOM: None

MEDIA PRESENT VIA ZOOM: 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

November 20, 2024

IT WAS MOVED BY COMMISSIONER BURBACK AND SECONDED BY COMMISSIONER BIRDSEYE TO APPROVE THE MINUTES FOR NOVEMBER 20, 2024

Vote on the motion as follows:

VOTE	Commissioner Birdseye	Commissioner Burback	Commissioner Burns	Commissioner Munroe	Commissioner Parsons	Commissioner Christopher	Commissioner Hermansen
AYES	X	X		X	X		
NAYES							

Minutes for September 18, 2024 are approved.

EX PARTE CONTACT

None

OLD BUSINESS

None

PUBLIC HEARINGS

6:07 PM Public Hearing for DCTA 1-25

- (a) CITY OF COTTAGE GROVE – DEVELOPMENT CODE TEXT AMENDMENT - ADJUSTMENTS (DCTA 1-25). The City of Cottage Grove has made this application for Development Code Text Amendment in an effort to address recent state legislative changes, allowing Adjustments to housing developments. The following Chapters and Sections of Title 14 of the Cottage Grove Municipal Code are proposed to be amended by this application: Chapter 14.36, Section 14.36.100, Table 14.41.100 in Chapter 14.41, and Section 14.41.300 in Chapter 14.41. Relevant Criteria: Section 14.4.1.500.H Decision-Making Criteria. Applicant: City of Cottage Grove, 400 E. Main St., Cottage Grove, OR 97424. Hearing Date: March 19, 2025 at 6:00 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: DCTA 1-25

- Affidavit of Posting
- Exhibits

A. DRAFT CODE AMENDMENTS – Chapter 14.36 - Section 14.36.100, Table 14.41.100, Table 14.41.110, and Section 14.41.300.A.

Proposal: The City of Cottage Grove has made this application for Development Code Text Amendment in an effort to address recent state legislative changes, allowing Adjustments to housing developments. The following Chapters and Sections of Title 14 of the Cottage Grove Municipal Code are proposed to be amended by this application: Chapter 14.36, Section 14.36.100, Table 14.41.100 in Chapter 14.41, and Section 14.41.300 in Chapter 14.41.

CONCLUSION

Ordinance amendment approval pursuant to Sections 14.41.500.H Decision-Making Criteria is supported by the findings of fact that establish compliance with the applicable state and local standards.

STAFF RECOMMENDATION

Approval of DCTA 1-25 to modify Title 14 Development Code regulations by adding Section 14.36.100 regarding adjustments to housing standards to comply with the latest ORS's and SB 1537, modify Table 14.41.100 and Table 14.41.110 to add Adjustments as an Approval Type, and add the type of approval to Section 14.41.300.A Type II Procedure (Administrative) Types of Approvals, which is supported by findings of facts.

IN FAVOR None

NEUTRAL None

AGAINST None

Chair Parsons closed public hearing DCTA 1-25 at 6:14 pm.

IT WAS MOVED BY COMMISSIONER BIRDSEYE AND SECONDED BY COMMISSIONER BURBACK TO RECOMMEND APPROVAL TO COUNCIL DCTA 1-25 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 Birdseye	Commissioner Burback	Commissioner Munroe	Commissioner Burns	Commissioner Parsons	Commissioner Christopher	Commission Hermansen
AYES	X	X	X		X		
NAYES							

Motion carries.

NEW BUSINESS

- (a) HABITAT FOR HUMANITY – COTTAGE CLUSTER – PHASED DEVELOPMENT.
Approval Criteria: Phased Development: Section 14.42.800(D), Cottage Clusters: 14.22.200(C)

Associate Planner Crow presented the Phased Development application, which is a Type 3 application. Habitat for Humanity has asked for deviations in their SDR application, which is a Type 2 and will not come before the Commission. The Planning Commission can approve these deviations without a public hearing.

Staff does recommend approval. There is not a limit on conditions of approval.

The Commission discussed lot size, tenant options, and property owner responsibility.

The Fire Marshall has reviewed this proposal as well.

Chair Parsons entertained a motion to move to approve Phase 1 with the proposed deviations of the Habitat for Humanity Cottage Cluster (SDR 1-25).

IT WAS MOVED BY COMMISSIONER BIRDSEYE AND SECONDED BY COMMISSIONER BURBACK TO APPROVE THE HABITAT FOR HUMANITY – COTTAGE CLUSTER – PHASED DEVELOPMENT AS PRESENTED.

VOTE	Commissioner Birdseye	Commissioner Burback	Commissioner Munroe	Commissioner Burns	Commissioner Parsons	Commissioner Christopher	Commission Hermansen
AYES	X	X	X		X		
NAYES							

Motion carries.

INFORMATION FROM STAFF

Associate Planner Crow presented information on upcoming meetings and the agenda items. They will forward the pertinent staff reports.

AUDIENCE PARTICIPATION

None

COMMISSION COMMENTS

None

ADJOURNMENT

There being no further business, Vice Chair Parsons adjourned the Planning Commission meeting at 6:37 p.m.

ATTEST:

APPROVED:

Tina MacDonald, Recording Secretary

Brandon Parsons, Chair