

Minutes of the Veneta Planning Commission

April 4, 2011

Present: Kevin Conlin, James Eagle Eye, Len Goodwin, and Calvin Kenney

Absent: Lily Rees

Others: Brian Issa, Community Services Director; Zac Moody, Associate Planner; Kyle Roberts, R.A.R.E Intern; and Darci Henneman, Assistant City Recorder

I. **REVIEW AGENDA**

Chair James Eagle Eye called the Veneta Planning Commission to order at 7:00 p.m.

II. **PUBLIC COMMENT**

None

III. **APPROVAL OF MINUTES**

MOTION: Len Goodwin made a motion to approve the October 4, 2010 minutes. Kevin conlin seconded the motion which passed with a vote of 4-0.

IV. **LAND USE DECISION**

Goebel Engineering SR-1-11 Site Plan Review

The request is for approval of a Site Plan review for a 2.5 acre parcel, Tax Lot 1500. The purpose of the proposed Site Plan Review is to correlate the general ordinance requirements with the specific site conditions and proposed uses and change of use through a comprehensive review process to assure that the development is in conformance with the applicable land use regulations of the Veneta Land Development Ordinance. The property is located on Highway 126 adjacent to Cornerstone Business Park. The property is currently developed and used as a residential structure. The property is zoned Highway Commercial (HC) with properties to the east and west zoned Industrial Commercial (IC) and properties to the north and south are zoned Rural Residential (RR). The applicant would like to convert it to professional office and retail space.

Zac prepared a new proposed final order to address Fire Access and minor text changes. The number of the application has been changed to SR-1-11. One referral was received and no conditions of approval were recommended. Building Inspector's conditions will be addressed at the time building permits are submitted.

This property is not serviced with City sewer but has a septic system. A storm water plan was required because the proposed impervious surface being created will be greater than 1,000 sq. ft. City services are adjacent to the site but at this time we would not require a connection. No public comments were received.

Recommendations from the City Attorney and Lane County Fire District No 1 were not originally included with the condition of approval however the revised Final Order has been modified to include their recommendations. Staff recommends approval of Site Plan Review SR-1-11 based on the following criteria:

In order to meet Emergency Vehicles standards, a turn around on the north side of the parking lot is required. Currently the parking lot is gravel and it may be able to accommodate a fire turn around. Staff is recommending this be added as condition no. 2 prior to occupancy.

The applicant will retain the acquired permits from the City. There may be a potential for System Development Charges (SDC) when the building permits are requested.

In response to a question from Calvin Kenney, Zac said even if the business planned on operating outside day light hours, parking lot lighting is not required in the City's Municipal Code.

In response to a question from Len Goodwin, Zac said had the site not been adjacent to Highway 126 a Site Plan Review may not have come before the Planning Commission. The Building and Planning official would have reviewed it for approval.

Zac said because this is simply a change of use staff made recommendations that could be completed within 12 months. It is consistent with the code but the Planning Commission can make the determination to give the applicant 12 months to complete a final stormwater plan and have it approved by the City Engineer.

In response to a question from James Eagle Eye, Brian said because the only change is to increase the size of the parking lot; no structural changes to the building, any add-ons, etc. Staff determined that one year to meet those requirements would be sufficient and consistent with the code.

MOTION: Kevin Conlin made a motion to approve Land Use Decision SR-1-11 based on the changes presented tonight. Len Goodwin seconded the motion which passed with a vote of 4-0.

V. OTHER

a. Bolton Hill Sports Complex Master Plan

Last year the City Council budgeted funds for the Bolton Hill Sports Complex (BHSC) Master Plan in an effort to increase economic development. A committee was formed including City staff, Park Board members, and Territorial Sports Program (TSP) representatives to draft the Master Plan. A conceptual drawing was made available at the public open house giving the general public an opportunity to provide comments. Those comments and written comments were received and incorporated into the Master Plan. The goal of the Master Plan is to lay out future development of parks, apply for grants to acquire additional property, and to make improvements to the fields. Staff provided the final draft of the Master Plan to the Council for approval at the March 28th meeting. Upon direction from the Council staff presented the Master Plan to the TSP Board for recommendations and approval, and final adoption by the City Council at the April 11th Council meeting.

Zac reviewed the conceptual design and asked if any Commissioners had comments. There were questions about final design and placement of specific equipment. Zac said many future discussions will take place to fine tune things like equipment placement.

The existing parking area will be redesigned to accommodate 198 parking spaces and better flow. In order to do that a grant needs to be acquired to purchase additional property from the Oregon Department of Forestry. This will take place in the first phase of the Master Plan along with wiring for lighting and irrigation. Actual installation of the lighting will take place in the final phase but prior to the field rejuvenation.

In response to a question from Len Goodwin, Brian said because BHSC will be exclusively used year round as sports field, SDCs will not be charged.

b. Comprehensive Plan Update

Based on population numbers received in 2009, a Water Master Plan update and long range development of the Wastewater Master Plan were done. Staff has realized updating the Comprehensive Plan to incorporate these plans is not going to be a short term task. Information is needed prior to taking on the update such as a buildable lands inventory and an economic opportunities analysis. The update will be a huge undertaking and will start with the Planning Commission and the City Council to determine what goals and policies need to be updated or omitted. Staff is hopeful to get grant funds to assist with the update. The Comprehensive Plan was last updated in 1998 and adopted in 2000. Staff would like to start this project late summer or early fall of 2011 with a goal of completion in 9 to 12 months.

c. Code Update - Land Use Chicken Ordinance

After a public comment about backyard chickens was made at the October 25th City Council meeting, the Council directed staff to look into the possibility of allowing backyard chickens in all residential zones within City limits. Current City code allows chickens but only in rural residential zones (minimum of one acre). Kyle Roberts, Resource Assistance for Rural Environments Intern (R.A.R.E) has been working on the backyard chicken ordinance since that time. Kyle researched other cities that allow chickens and the criteria that establish the number of chickens allowed. He said in all the cities he researched chickens benefit their communities and do not create problems for cities.

Generally codes determine the number of chickens permitted based on the lot size or a number of chickens not to be exceeded regardless of lot size.

In response to a question from Kevin Conlin, Zac said several code amendments will be needed in order to adopt a backyard chicken ordinance. Staff will draft amendments based on recommendations from the Council for how many chickens per household will be allowed and what that number is based on. The amendment will be brought to the Planning Commission when the process begins.

In response to James Eagle Eye that it sounds like the recommendation is x number of chickens per household or x number of chickens per 1,000 sq ft. Brian would like to make it as simple as possible and avoid calculating the number of chickens based on lot size.

In response to a question from Kevin Conlin, Brian said the City of Veneta is not unique. Many communities are gearing toward more sustainability but we want to make sure we're not allowing residents to get into commercial egg production.

Calvin Kenney commented that the Environmental Protection Agency (EPA) got involved in Oklahoma City because of the large amount of chicken manure that was being dumped into the local land fill.

Len Goodwin agreed with Brian to keep the criteria as simple as possible.

d. Application Update

Zac said there is a current infill partition on Hunter Road, which the Planning Commission has seen twice in the past. The Yamasaki partition was approved twice and expired twice. Since the second expiration storm water requirements are now in place that previously were not. The Oregon Department of Forestry is going through a

renovation of their parcel and that application will be brought to the Commission at the May meeting.

Brian said the City Council worked through the renewal of SDCs deferrals. Hayden Homes requested that the City renew the SDCs deferral program which allows the deferment of SDCs until the house is built. They will use a bonding company rather than the City placing a lien on the property until the SDCs are paid. The City Council chose to renew the program for two years and allow up to 10 deferments per builder rather than the previous four.

In response to a question from Calvin Kenney, Brian said Hayden Homes has rebuilt and replanted the bio swales and check dams in Phase I of Applegate Landing based on problems and complaints they received.

In response to a question from Herb Vloedman, Brian said none of the extension permits on the land use decisions have been executed.

VI. ADJOURN

Chair James Eagle Eye adjourned the Veneta Planning Commission to order at 7:55 p.m


James Eagle Eye, Chairman

ATTEST:


Darci Henneman, Assistant City Recorder