

Minutes of the Veneta Planning Commission

March 1, 2016

Present: James Eagle Eye, Len Goodwin, Kevin Conlin (arrived at 6:31 p.m.), Calvin Kenney, and Lily Rees

Others: Kay Bork, Community Development Director; Lisa Garbett, Associate Planner; Ric Ingham, City Administrator; and Darci Henneman, City Recorder

I. REVIEW AGENDA

Chair James Eagle Eye opened the Veneta Planning Commission meeting at 6:28 p.m. and reviewed the agenda.

II. PUBLIC COMMENT

None

III. APPROVAL OF MINUTES

MOTION: Len Goodwin made a motion to approve the January 5, 2016 minutes and February 2, 2016 minutes. Lily Rees seconded the motion which passed with a vote of 4-0.

IV. (QUASI-JUDICIAL) PUBLIC HEARING – LIMITED LAND USE DECISION

a. Site Plan Track 2 Adjustment to Commercial Design Standard, Veneta Land Development Ordinance No. 493, Section 5.13(2)(k), File # SR-5-15 - Track 2

- Chair James Eagle Eye opened the Public Hearing at 6:30 p.m.
- Commission members declaration of potential conflicts of interest; disclosure of “ex-parte” contact

Kevin Conlin said Mr. Haddock approached him last month about this issue and he indicated to Mr. Haddock that it was in his best interest to discuss his concerns with staff. He said he and Mr. Haddock attend the same parish but that will not affect his decision tonight.

- Staff report
Garbett reviewed the staff report. She said the Track 2 Site Plan Review process allows alternatives to the Commercial and Mixed Use Design Standards of Section 5.13 of Veneta Land Development Ord. No. 493 that may be granted by the Planning Commission following a public hearing where the Commission finds that the alternative design meets the approval criteria. She said the applicant is proposing three new yurt structures containing exterior materials which are an acrylic coated polyester fabric for the sides and a fire retardant vinyl-laminate material for the roof. However, the code requires “new structures to contain exterior materials of durable wood, concrete fiber, natural stone or materials of similar durability.” An alternative is an acrylic polyester fabric and a laminate for the roof. The structures are made by Pacific Yurts in Cottage Grove, Oregon. Staff recommended conditional approval based on the Findings in the Final Order (SR-5-15 – Track 2) to include a fence or similar sight obstructing vegetation on north and east property lines and proposed alternative building materials. Also, if the Planning Commission does not approve of the adjustment requested then a condition of approval can be added to the site plan major amendment (limited land use) that requires the structures to be constructed of durable wood, composite, or other options listed in the code.

Mr. Haddock passed around sample construction materials. He said the sample with the silver padding is the insulation, the other samples are exterior color options, and the thick one is the roofing material.

In response to a question from James Eagle Eye, Garbett said there were no referral responses for the Track 2 changes. She said referral requests were sent to the City Engineer, ODOT, City Public Works, and Lane Fire Authority.

- Testimony from the applicant

Jim Haddock, 87945 Sherwood St., Veneta, OR

Mr. Haddock said the Lane Fire Authority Fire Marshal indicated there was a problem with locating the turnaround in the rear of the property so he adjusted the placement of the yurts to allow for an adequate turn. The Fire Marshal then indicated that the turnaround didn't need to be located that far back into the development because the fire trucks can reach from the back side of the building. He said the building inspector indicated that fire sprinklers are not needed if the yurts are placed 10 ft. apart. He said no smoking signs will be posted everywhere and instead of bark-o-mulch, rock will be on the ground around the outside of the yurts. He said after those items were addressed, the Fire Marshal approved the site. Mr. Haddock said he has a lot of experience with house and salon rentals and after evicting the previous renter last June, he and his wife decided on yurts made in Cottage Grove. He said Veneta doesn't have any overnight lodging and he thought this type of housing would be appealing. He said each of the three yurts will have it's own motif; one vintage, one modern and one whimsy and the porch overhangs will fit each style. He said the interior of the salon will have a nautical motif.

Garbett said she did not receive a written referral response from Lane Fire Authority, however, she spoke with the Fire Marshal and he verbally responded that a fire turn around was not necessary at that time and during the formal referral request, Chief Ney said Fire Marshal Chappell would respond.

Len Goodwin said the roofing material is fire retardant not fire resistant. He said he would like some reassurance from Lane Fire Authority that the product is safe and that the risk of fire is no greater in these buildings than in others. He would like to condition approval on a response from Lane Fire Authority that the structure is safe for all purposes so they can move forward with approval. He said he doesn't want to delay it or stall it by sending it back but he wants something on the record that Lane Fire Authority approves the materials.

There was a consensus of the Planning Commission that either of the following would be sufficient for approval: The materials used to construct the yurts 1) Must meet the Uniform Building Code or 2) Be approved by Lane Fire Authority.

Garbett suggested the Finding could be added under "maintain compatibility with adjacent properties".

- Testimony in support of the application
None
- Testimony opposed to the application
None
- Testimony neither in support of nor opposed to the application

Herb Vloedman 25515 Luther Ln., Veneta, OR

Mr. Vloedman commended the applicant on bringing forward a very creative idea to Veneta. He said we have a lodging void and this may be something that can ignite a larger facility to come to Veneta. These yurts are in state parks and many campgrounds. He said he looks forward to this and it should bring some excitement to the community.

- Summation by staff
None
- Rebuttal from the applicant
None
- Chair James Eagle Eye closed the Public hearing at 6:52 p.m.

MOTION: Len Goodwin made a motion to approve the Track 2 Site Plan based on the findings in the Proposed Final Order and to include a condition that the structures will comply with the Uniform Building Code prior to final site plan approval. Kevin Conlin seconded the motion which passed with a vote of 5-0.

V. LIMITED LAND USE DECISION

a. Site Plan Major Amendment, File #SR-5-15(A)

Garbett said this major amendment is for the same Yurtel. The bed and breakfast is a permitted use in Community/Commercial and the site was previously a salon so there's a change of use. The site includes an existing 1000 sq. ft. building which will be the office and the breakfast area. Three yurts will be constructed each with a full bathroom. The site is adjacent to Territorial Rd. which is a minor arterial per Veneta Transportation System Plan. The applicant is proposing several pathways throughout to accessible parking areas to each yurt. She said the applicant met with staff and the proposal meets code requirements. The findings are clear and there's not a lot of conditions. She said a ramp proposed for one path area to provide accessible needs for guests. Referrals were received from the City Engineer, City Public Works Director, ODOT and Dept. of State Lands (DSL). She said a small greenway is located in the southeast corner of the site and DSL said there's likely no wetlands on the site and the proposed structures are outside the greenway area. Notice was mailed to all property owners within 300 ft. for the entire contiguous site and posted at the Property on January 27, 2016. No comments were received.

Len Goodwin said he noticed the additional parking spaces are specified as gravel and asked why they're not paved. He said there is nothing in the staff report referencing whether or not the kitchen which will supply food for the breakfast, complies with City code and with the Lane County Dept. of Health. He said there's nothing in the staff report from the Health Dept.

Garbett said she didn't send a referral to Lane County Dept. of Health to get the requirements because the breakfast area is not considered a commercial kitchen because they're offering small portions of food, muffins, bagels, etc.

Bork said the kitchen will be addressed when the applicant submits the building permit.

Garbett said the applicant is meeting the parking requirements with the paved parking area south of the entrance and with the parking spaces to the front of the building. She said the gravel areas didn't require approval from the City Engineer.

In response to a question from Kevin Conlin, Garbett said the parking lot complies with the American Disabilities Act for the appropriate number of accessible parking spaces.

MOTION: Len Goodwin made a motion to approve the Site Plan (Major Amendment) with specified conditions of approval based on the Findings in the Proposed Final Order. Kevin Conlin seconded the motion which passed with a vote of 5-0.

Mr. Haddock said he contacted the Lane County Dept. of Health which inspected the building and made some recommendations. He said bed and breakfast establishments don't have to follow the same guidelines that commercial kitchens are required to follow. He said all Lane County Dept. of

same guidelines that commercial kitchens are required to follow. He said all Lane County Dept. of Health recommendations will be complied with.

VI. PLANNING COMMISSION REVIEW AND COMMENT

Proposed Amendments to Parking Lot Locational Standards

Bork said at the February 2, 2016 meeting, the Planning Commission reviewed several amendment options to the code that address issues with the City's parking lot locational standards and discrepancies. After reviewing the options, the Planning Commission selected Option 2a and Option 4a which Bork reviewed as well as the proposed amendments to the code sections. She said staff is proposing an additional housekeeping amendment to the Veneta Land Division (VLD) Ordinance. She said in 2008 ORS 92.010(12) was amended to include language regarding property line adjustments. She said VLD currently doesn't include that language so staff is recommending amending VLD to include that language. .

After a brief discussion, it was the consensus of the Planning Commission to direct staff to move forward with the amendments.

VII. ADMINISTRATIVE DECISIONS

Garbett said staff made three administrative approvals since the last Planning Commission meeting; two Type A Tree permits and a portable sign permit. Staff also had a few pre-development meetings. One was for development of the corner of Highway 126 and Territorial Rd. where Red Barn Realty is located. The applicant wanted to wait until the code is amended so he can eliminate the property line. The second development would extend Cherry Lane to the west and develop the property into about nine lots but it may include a wetland delineation. She said the property has many trees and the old wigwam and the developer plans to add to Oak Island Park.

VIII. OTHER

2015 Year End Planning and Building Activity Report

Garbett reviewed the year-end report which summarized all of the approved building applications. She said the most significant is final phase of Applegate Landing and others include the West Lane Technical Learning Center (WLTLC) in the West Lane Shopping Center, Veneta Elementary remodel, approval of the Veneta Veterinary Hospital, several Type A Tree permits, two temporary use permit renewals (the fireworks sales and the Christmas tree sales), six site plan amendments of which two or three were administrative and no variances were processed. She said hopefully the Madrone Ridge final plat will be submitted soon but the applicant has a couple of years before it expires.

Bork said single family building permits are up from 13 in 2014 to 25 in 2015 and Hayden Homes has only 18 lots before they build out Phase 3. She said next Monday night is the Council public hearing for the appeal of the Sproat Ranch partition. She said attorney Bill Kloos submitted the appeal. She said she will provide the appeal materials upon request.

IX. ADJOURN

Chair James Eagle Eye adjourned the Veneta Planning Commission at 7:10 p.m



Lily Rees, Planning Commissioner

ATTEST:



Darci Henneman, City Recorder