

# Minutes of the Veneta Planning Commission

## August 4, 2020

Present: Len Goodwin, Commission Chair; Lily Rees, Commissioner (via telephone); Craig Soderberg, Commissioner; David Voltz, Commissioner

Others: Lisa Garbett, Associate Planner; Evan MacKenzie, Community Development Director; Matt Michel, City Administrator

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### I. REVIEW AGENDA

Chair Len Goodwin called the Veneta Planning Commission to order at 6:36 p.m. and reviewed the agenda.

### II. PUBLIC COMMENT

#### **Herb Vloedman, 25115 Luther Ln., Veneta, OR**

Mr. Vloedman suggested the Planning Commission review future code amendments to Veneta Municipal Code Chapter 15.15 – Site Lighting, specifically in areas of Commercial and Industrial/Commercial areas. He said because that code (shedding of light) is restrictive by property lines, he would like the City to consider making it easier to incorporate the wishes of neighboring properties to be able to share the light across property lines. He said it's a poor practice to have darkly lit fence lines and shadowing areas where people can hide. He said he heard this specifically from the Veneta Lane County Sheriff Deputies and the Neighborhood Watch Program. Neighboring businesses have actually entered into agreements to share lighting, and provide the City with a copy of the agreement. He said also, Veneta Land Development Ordinance No. 493, Section 5.22(3) – Pedestrian and Bicycle Access and Circulation. He said this is somewhat unclear. He explained that the code doesn't allow a pedestrian pathway through a parking lot unless it is curbed or has some kind of barrier.

Commissioner Voltz asked Mr. Vloedman to repeat the Section of code he was commenting about.

### III. APPROVAL OF MINUTES

**MOTION: Commissioner Rees made a motion to approve the May 5, 2020 minutes.  
Commissioner Voltz seconded the motion which passed with a vote of 4-0.**

### IV. BAXTER PLUMBING WAREHOUSE AND OFFICES, SITE PLAN REVIEW #SR-1-20, LIMITED LAND USE DECISION

Garbett said this request is for a site plan approval for a proposed 6,750 sq. ft. building. The applicant intends to relocate and operate an existing Veneta area plumbing business and a small, retail gun sales store. The property is on Loten Way in the Industrial/Commercial (IC) zone and is west of the Fern Ridge Self-Storage East and east of the existing Source Engineering RV Repair. The applicant was able to submit all required information as well as meet all approval criteria listed in Section 6.05 of the Land Development Ordinance. There is no discretionary review necessary with their proposal. If the code amendments would have happened prior to the application being complete, then staff would be administering a conditional approval without bringing it to the Planning Commission. Staff sent the public notice to all property owners within 300-feet of the site, and on June 23, 2020, posted the notice at the property, at Veneta City Hall, and on the City's website in accordance with our standards.

Staff highlighted a few minor issues in the staff report. One being site lighting. The applicant's representative spoke with Garbett after the staff report was released and they indicated the only lighting they're proposing will be on the building. So a Photometric Plan would be helpful so that staff can make sure they're still in accordance with shielding requirements and proposed Condition of Approval No. 8 addresses this issue.

Garbett said the other primary issue to address is the pedestrian circulation. Given current code, we

don't allow pedestrian accesses to main entrances of public and commercial buildings to cross a driveway or parking lot. She spoke with the applicant's representative and an alternative may be to reroute the striped walkway to the east or west and include a curb so people don't have to walk through the parking lot to get to the public sidewalk. She said that is needed in the order to meet current code standards and is a Condition of Approval No. 9b in the proposed final order.

Garbett said another issue was bicycle parking. They didn't have long term bicycle space that's protected from the elements marked on their site plan. An easy solution would be to mark a spot inside the building or label it on the site plan. The last issue was stormwater and they did submit a well done plan, however, the City Engineer reviewed and commented that there was a need to minimize drainage along the east property line and recommended additional documentation be submitted for his review, which staff can administer prior to construction. Those conditions are describe in proposed Condition of Approval No. 12. Based on these findings and the items addressed in the proposed final order, staff is recommending conditional approval of the site plan application.

Commissioner Voltz said staff did a wonderful job of preparing Condition of Approval requirements and it was very thorough. It's nice to know that staff is looking at everything.

In response to questions from Chair Goodwin, Garbett said the driveway entrance involves an immediate right turn into the parking lot so vehicles would not be proceeding straight to the rear of the building. She said that was a concern to staff because there would be limited vision of a pedestrian crossing when someone is turning directly into the parking lot. She said moving that entrance east, at the end of the striped parking spaces would comply with the code and it wouldn't be crossing the off-street parking lot. Garbett said the pedestrian crossing could also be moved to the west of the apron and making a right angle at the area approaching the building which may also be a good alternative.

Commissioner Soderberg said moving it to the west would provide a shorter walking route for pedestrians.

Chair Goodwin said the developer did an excellent job submitting a very thorough application and staff did an excellent job reviewing and presenting the staff report.

**MOTION: Commissioner Voltz made a motion to approve the Site Plan Review Plan #SR-1-20, Limited Land Use Decision. Commissioner Soderberg seconded the motion which passed with a vote of 4-0.**

#### **V. ELECTION OF PLANNING COMMISSION CHAIR AND VICE CHAIR**

Mackenzie said it's up to the Commission to appoint a Planning Commission Chair and Vice Chair.

**MOTION: Commissioner Soderberg motioned to nominate current Chair Goodwin to continue as Chair. Commissioner Rees seconded the motion which passed with a vote of 4-0.**

Chair Goodwin asked for nominations for Vice Chair.

**MOTION: Commissioner Goodwin motioned to nominate current Commissioner Rees as Vice Chair. Commissioner Soderberg seconded the motion which passed with a vote of 4-0.**

Chair Goodwin thanked the Commission for their confidence in making him Chair. He said he enjoys it and he hopes he continues to do a good job.

Commissioners Soderberg and Rees said Chair Goodwin does a great job chairing the Planning Commission meetings.

#### **VI. ADMINISTRATIVE APPROVALS – APRIL – JUNE 2020**

Garbett said the following Administrative Approvals were approved from April to June 2020: one Type A tree permit in April, a temporary use permit renewal for the fireworks stand at the shopping center, and in May we had three Type A tree removal permits.

#### **VII. OTHER**

MacKenzie said we have a draft Parks and Open Space Master Plan (Plan) which he has reviewed for a first time. He said Michel and Schauer will also review it and submit any changes/recommendations to the consultant for finalizing the Plan. He said we will present it to the Park Board for review. Due to noticing requirements for some minor changes to the Comprehensive Plan that need to be done so it's concurrent with the Plan, he said staff will present it to the Planning Commission next month. But it will not be a public hearing in order to give the Planning Commission and the public enough time to review it. The changes to the Comprehensive Plan are not substantial, just updates that make it consistent with the Plan. He said staff submitted two grants, a very large one to hopefully help fund pedestrian/bike improvements on East Hunter Rd. If awarded, we would get over \$800,000 to provide sidewalks to a lot of neighborhoods in that area.

He said staff is going to present Administrative Approvals in a slightly different format by using tables to track everything monthly and annually which will allow us to watch trend lines. He said we have a complete table for code enforcement and are able to see where and what the activity is.

In response to a question from Chair Goodwin, MacKenzie said we have a very short and outdated element to the Comprehensive Plan dealing with parks. He said because the new Plan amends the primary reference document for the 1998 Plan element, we will need to amend the Comprehensive Plan so they are consistent. He said for example, some of the parks weren't even named in the 1998 Plan.

In response to a question from Michel, MacKenzie provided a timeline for the Park Board, Planning Commission, and City Council to review the Plan. He said it will go to the Park Board first and staff will include any Plan recommendations when it is presented to the Planning Commission for review. After Public Hearing noticing requirements to the State are met, it will come to the Planning Commission as a Public Hearing and you can recommend it proceed to the City Council for adoption as presented, or with recommended changes. Since we are amending the Comprehensive Plan, it has to be done by ordinance. There's an appeal period for the State. Assuming no appeals, 30 days after adoption, it's approved and we can actually start developing a Capital Improvement Plan to fund some of the recommended improvements.

Michel said staff has been working on a middle mile fiber project to bring an alternative redundant fiber route to Veneta to open up competition, provide affordable internet, and equitably distributed internet. Last week we were able to secure a lease for 10 strands of fiber for about 6.6 miles, starting at Nielsen Rd. and Cantrell, to Perkins, to Territorial and stopping at the southwest corner of Territorial and Highway 126. He said we still have to secure 1 ¾ miles in order to connect us to the Eugene WIX at the BPA substation off Nielsen Rd. Securing this 6.6 miles with a 44 year lease, at no cost, is a big step forward.

Michel said you may have seen the barge at Fern Ridge Reservoir which is taking core samples as part of the environmental NEPA study that ODOT is doing for the Highway 126 improvements. Mackenzie and Schauer are sitting on an advisory committee.

MacKenzie said the advisory committee met for the first time today. He said there is a draft design that alternates between four lanes with a center turn lane and four without. He said where it passes over the water, there's no need for the turn lane. A multi-use path is planned for the north side which will be

separated by a drainage area. He said over the water, the path will be adjacent to the travel lane but will have some kind of barrier between the two. There is not a center divider and that was a concern for some at the meeting. He said having the multi-use path on the north side of the road is a concern to him because the section of highway west of Ellmaker Rd. has a lot of driveways with vehicles entering and exiting the highway.

Michel said that stretch of land is going to be a concern. One option is to close access directly to Highway 126 and moving entrances to the back of those businesses. Another option is an access road that allows the frontage access but with only one entrance to the highway.

Commissioner Voltz said there's not a lot of space there, especially with four lanes.

There was a brief discussion about the options for that stretch of Highway 126.

In response to a question from Chair Goodwin, MacKenzie said they thought about putting the multi-use path on the south side but staying to the north gives people access to the Perkins Peninsula Park.

Michel said ODOT's outreach efforts include forming four target groups and then arranging some kind of open houses. He said the first group will consist of bicyclists/pedestrians/boaters, the second - highway user/EMS/freighters/business/tourism, and the third - naturalist/environmentalist/hunters/fishers. They have also scheduled two public open houses, the first will be a virtual meeting on September 15<sup>th</sup> which will be advertised.

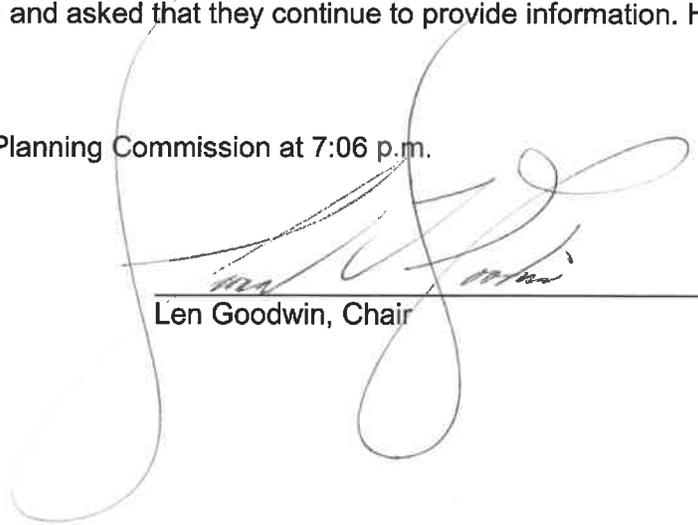
MacKenzie said they spent a fair amount of time discussing the north side informal parking area, where people put their boats in, will no longer exist because of the lane expansion.

There was a brief discussion about the safety aspects of that area.

Chair Goodwin thanked staff for the update and asked that they continue to provide information. He said the next meeting is September 1, 2020.

**VIII. ADJOURN**

Chair Len Goodwin adjourned the Veneta Planning Commission at 7:06 p.m.



Len Goodwin, Chair

ATTEST:

  
Darci Henneman, City Recorder  
(Minutes prepared by DHenneman)