

URBAN AREA PLANNING COMMISSION

MEETING MINUTES

September 14, 2016 – 6:00 P.M.

Council Chambers

1. ROLL CALL:

The Urban Area Planning Commission met in regular session on the above date with Chair Gerard Fitzgerald presiding. Commissioners Loree Arthur, David Kellenbeck, Lois MacMillan, Dan McVay, Blair McIntire, and Robert Wiegand were present. Vice Chair Jim Coulter was absent. Also present and representing the City was Parks & Community Development (hereafter: PCD) Lora Glover and City Council Liaison Rick Riker.

2. ITEMS FROM THE PUBLIC: None.

3. CONSENT AGENDA:

a. MINUTES: August 24, 2016

Pg. 1-4

b. FINDINGS OF FACT:

**I. 104-00105-16 & 301-00110-16 – Lincoln/Lower River Road Subdivision
Tentative Plan & Major Variance – Staff Report**

Pg. 5-20

**II. 104-00104-16 & 301-00109-16 – Pinnacles Estates Subdivision Tentative
Plan & Major Variance – Staff Report**

Pg. 21-44

MOTION/VOTE

Commissioner MacMillan moved and Commissioner Kellenbeck seconded the motion to approve the consent agenda and from August 24, 2016 as presented. The vote resulted as follows: “AYES”: Chair Fitzgerald and Commissioners McVay, Arthur, McIntire, Wiegand, and Kellenbeck. “NAYS”: None. Abstain: None. Absent: Vice Chair Coulter.

The motion passed.

4. PUBLIC HEARINGS:

**a. 104-00103-16 – Summerfield North Subdivision Tentative Plan –
Staff Report**

Pg. 45-120

- Chair Fitzgerald stated, at this time I will open the public hearing to consider Application 104-00103-16 – Summerfield North Subdivision Tentative Plan. We will begin the hearing with a staff

report followed by a presentation by the applicant, statements by persons in favor of the application, statements by persons in opposition to the application, and an opportunity for additional comments by the applicant and staff. After that has occurred, the public comment portion will be closed and the matter will be discussed and acted upon by the Commission. Is there anyone present who wishes to challenge the authority of the Commission to consider this matter? Seeing none do any Commissioners wish to abstain from participating in this hearing or declare a potential conflict of interest? Seeing none are there any Commissioners who wish to disclose discussions, contacts, or other ex parte information they have received prior to this meeting regarding this application? Seeing none in this hearing the decision of the Commission will be based on specific criteria which are set forth in the development code. All testimony which apply in this case are noted in the staff report. If you would like a copy of the staff report please let us know and we will try and get you one. It is important to remember if you fail to raise an issue with enough detail to afford the Commission and the parties an opportunity to respond to the issue you'll not be able to appeal to the Land Use Board of Appeals based on that issue. The hearing will now proceed with a report from staff.

- Justin gave the staff report.
- Marc Cross – civil engineer on the project – Marc let the commission know that the garages on lots 4-8 will have access from a shared driveway at the rear of the property. This will follow a similar theme to an existing development on the other side of Elmer Nelson.
- There is a sizable irrigation line that will need to be moved for the development. The utilities will be fairly straight forward as this project is an infill.
- Steve Nelson – 1797 Hubbard Lane – Mr. Nelson expressed concerns with the way various issues have been handled with an emphasis on the Urban Renewal plan. His concern in regards to

the agenda item tonight is that he would like to see a portion of the land to be developed dedicated to a small park for the use of the subdivision children.

- Marc – SDCs are paid on each lot after those lots are developed, this will help benefit parks in the area.
- Commissioner Arthur asked about extreme flooding on Redwood Ave and how this subdivision might have an additional impact on that. Marc let it be known that he wasn't aware of flooding on Redwood Ave but he was aware of some flooding on Greenwood. He said that the flooding was mostly due to the drainage area needing to be maintained, however it is difficult due to the area being part of the protected wetlands lands. The developers will have all of the required detention which will be in the form of a large underground detention pipe that will be metered off.
- The commission asked staff to weigh in on Mr. Nelson's concern.
- Lora said that some communities do have it written into their development code that a certain percentage of park lands are set aside. Council has it set that SDCs are paid for maintenance and land acquisition for parks. PDC follows the master plan. Requirements of dedication are not set in the development code currently. Would love to see parks. Hard to cover all areas with existing code.
- Commissioner Fitzgerald recommended the possibility of the school district donating the property behind the fire station on Darneille.
- Lora let the commission know that it could be something that could be looked at for the future as UAPC goes through goals to put something in the code for dedicated park land in lieu of park SDCs.
- The commissioners discussed the desire to look further into the school lands and making changes for future development.
- Justin stated that staff misunderstood the use of the shared driveway meant for access to the garages at the rear of the lots

on Elmer Nelson. A condition to specify joint maintenance of the driveway will be added as A.2.C. The current A.2.C will be moved down to A.2.D

- Commissioner McVay ask where the detention pipes go. Marc let the commission know that all phases end up connecting to the Redwood Ave system.
- Commissioner MacMillan let it be known that while the design meets the criteria she isn't particularly thrilled with the design.
- Commissioner Kellenbeck believes that the plan is designed that way to match the existing development in the area.
- Commissioner McIntire asked why City staff was recommending the approval when the tentative plan does not meet the solar standards.
- Chair Fitzgerald opened the discussion back to public comment to allow Marc to elaborate on why they aren't able to meet the solar standards.
- Marc let the commission know that they are unable to meet the solar standards as this development is an in fill. In order to meet the standard the existing streets would need to face the opposite direction.
- Marc mentioned that the layout wouldn't have been their first choice, however it was the best option they were able to find to meet the requirements needed to finish the street connections.
- Commissioner Kellenbeck asked how this was addressed in the conditions.
- Lora let the commission know that staff could add in a specific condition to specify the lots that would not meet the solar standard. This will be added as a G list item.

MOTION/VOTE

Commissioner Kellenbeck moved and Commissioner MacMillan seconded the motion to approve application 104-00103-16 – Summerfield North Subdivision Tentative Plan with the revisions and corrections. The vote resulted as follows: “AYES”: Chair Fitzgerald and Commissioners McVay, Arthur, McIntire, Wiegand, and Kellenbeck. “NAYS”: None.

Abstain: None. Absent: Vice Chair Coulter.

The motion passed.

**b. 201-00130-16 – Cascade Self Storage Major Site Plan/Discretionary
Review Staff Report Pg. 121-234**

- Chair Fitzgerald stated, at this time I will open the public hearing to consider Application 201-00130-16 – Cascade Self Storage Major Site Plan/Discretionary Review Staff Report.
- Lora gave the staff report.
- Bruce Jordan - 131 Calle Iglesia, San Clemente, CA – Bruce thanked the commissioners and commended staff for being professional and meeting with them on short notice.
- He believes they have a great design for the site. There is screening of all internal activities from outside of the facility from Vine Street as well as I5.
- The exceeded the minimum landscape setback in some areas.
- Bruce mentioned that they would be willing to stipulate in the conditions that they will not exceed the 25 trips per hours.
- The exceed all of the parking requirements.
- About 25% of the site is landscaping.
- Along Vine Street they used some upgraded materials on the façade to make it appear as retail frontage.
- They are in agreement with the proposed revised conditions.
- Bruce let it be known that they are prepared to put the street improvements in now if the City is able to bypass the deferred development agreement.
- Commissioner MacMillan asked why the deferred development agreement was in place. Lora let her know that it was requested

by the engineering department as there is not a street profile in this area at this time. It is in the Urban Renewal plan to add sidewalks in the area but the project is still in the works.

- Commissioner Arthur asked for clarification on the RV parking. Bruce explained the path they would take and assured the commission that all of the turning radiuses had been properly measured.
- Commissioner MacMillan is happy to see something go in to the location but she is worried about the deferred development agreement. She asked Lora if the developer were to put the street improvements in now would it push along the improvements on the remainder of the street.
- Lora said that there are different options out there but they wanted to be careful to not overly burden the developer with requiring them to design the street profile as well.
- Commissioner Fitzgerald recommended that the commission and city council urge the city to do everything in their power to complete the street profile as to allow the developer to do the street improvements now.
- The commissioners
- Commissioner Wiegand would like to continue the hearing until the numerous conditions have been adjusted in the plan.
- Lora explained the changes to the commissioners. Staff would strike out the conditions related to the sewer main extension except for the one along the south property line, added the new language on the bottom, and modifying a condition from a “shall” to a “may”.
- The applicant was talking about the deferred development agreement. The engineering department can be presented with a street profile that they can then approve or modify, the language put in place was a either/or and allowed the developer to defer the street improvements until city staff was able to provide a street profile if they so desired.

- Commissioner Wiegand would like to see an amendment adding the flexibility for the developer to present a street profile to move forward with the half street improvements or continue with the DDA.

MOTION/VOTE

Commissioner Kellenbeck moved and Commissioner MacMillan seconded the motion to approve application 201-00130-16 – Cascade Self Storage Major Site Plan with the revised conditions with the condition that the UAPC is able to review the changes before signing the findings of fact. The vote resulted as follows: “AYES”: Chair Fitzgerald and Commissioners McVay, Arthur, McIntire, Wiegand, and Kellenbeck. “NAYS”: None.

Abstain: None. Absent: Vice Chair Coulter.

The motion passed.

MOTION/VOTE

Commissioner MacMillan moved and Commissioner Kellenbeck seconded the motion to approve application 201-00130-16 Discretionary architectural standards. The vote resulted as follows: “AYES”: Chair Fitzgerald and Commissioners McVay, Arthur, McIntire, Wiegand, and Kellenbeck. “NAYS”: None. Abstain: None. Absent: Vice Chair

Coulter.

The motion passed.

5. OTHER ITEMS/STAFF DISCUSSION:

- Lora gave a presentation on the current DDA process and regulations. She will be presenting a recommendation on two levels of fees – arterials and collectors as a type one and a homeowner on a local access street at a lower rate as a type two. The presentation to Council will be held in October with a proposed amendment in the municipal code and following up with a change in the development code at a later date. The changes are intended to make the fees more fair for the citizens.

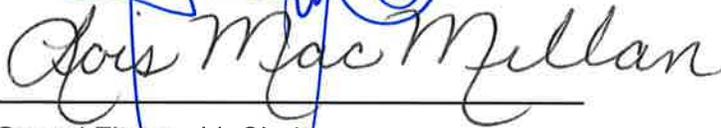
6. ITEMS FROM COMMISSIONERS:

- Commissioner MacMillian would like the items from the public to be pushed back to after the public hearings to allow for a greater depth of conversation with the citizens about their concerns.

7. ADJOURNMENT:

Chair Fitzgerald adjourned the meeting at 7:42 P.M.

Next Meeting: September 28, 2016



Lois MacMillian

Gerard Fitzgerald, Chair
Urban Area Planning Commission

October^{12, 2016}
Date

These minutes were prepared by Carlie Paulsen, Administration Department, City of Grants Pass.