

**URBAN AREA PLANNING COMMISSION**  
**Meeting Minutes – February 24, 2021 at 6:00 P.M.**  
**Council Chambers**

**COMMISSIONERS:**

Jim Coulter (Chair)  
Eric Heesacker (Vice Chair)  
Loree Arthur  
Jennifer Aviles  
Mark Collier  
Susan Tokarz-Krauss  
L. Ward Nelson  
Clint Scherf

**City/Staff/Council Liaisons:**

Bradley Clark, (CD Director)  
Jason Maki (Assistant Planner)  
Donna Rupp (Associate Planner)  
Ryan Nolan (Contract Principal Planner)  
Dennis Lewis (Contract Senior Planner)

**Guests:**

Justin Gerlitz, representing Josephine County and TMB Racing, LLC  
Rod Lowe, and Randy Evers representing TMB Racing, LLC  
Doug Walker – Chair, Housing Advisory Committee

The Urban Area Planning Commission of the City of Grants Pass met in regular session on February 24<sup>th</sup>, 2021.

Chair Coulter took roll and opened the meeting at 6:00pm.

**PUBLIC COMMENT**

Chair Coulter noted that it was not time to accept any public comment on items not related to agenda items. No member of the public in attendance provided comment. Community Development Director Clark verified that no members of the public were attending via Microsoft Teams.

**APPROVAL OF MINUTES**

**MOTION/VOTE**

**Commissioner Nelson moved and Commissioner Heesacker seconded the motion to approve the February 10, 2021 minutes, as submitted. The vote resulted as follows: “AYES”: Chair Coulter, Vice Chair Heesacker and Commissioners Arthur, Aviles, Collier, Scherf and Nelson. “NAYS”: None. Abstain: Commissioner Tokarz-Krauss. Absent: None.**  
**The motion passed.**

**PUBLIC HEARING**

Chair Coulter opened the public hearing regarding a request for a Comprehensive Plan Amendment and Zone Map Amendment from Grants Pass Downs and Josephine County identified as application #402-00107-20.

Contract Principal Planner, Ryan Nolan, presented the staff report. He provided two additional exhibits at the beginning of his presentation.

The first identified as 'Exhibit 7' was a revised staff report with additional description added to the Goal 10 findings and other minor corrections.

The second additional exhibit was identified as 'Exhibit 8', it was a letter from ODOT (Oregon Department of Transportation) stating they had no objection to the application; however, they noted that they would be providing additional comment prior to the approval of a second phase of the associated Major Site Plan Review related to development on the subject site.

Mr. Nolan described the request to change the Comprehensive Plan Designation and Zone Map Amendment related to two specific tax lots identified as map and tax lot numbers 36-06-24-DA TL's 1200 and 500. The lots are currently identified as Low Density Residential Comprehensive Plan designated properties with R-1-8 zoning. The request is to change the Comprehensive Plan designation to Commercial and the zoning to General Commercial.

Mr. Nolan explained that the Planning Commission was tasked with providing a recommendation to the City Council regarding the application based on criteria Section 4.033 of the Grants Pass Development Code and Section 13.5.4 of the Comprehensive Plan. He described how staff found that the application met the criteria of each section and suggested that the Planning Commission recommend that the City Council approve the application.

Commissioner Nelson asked for clarification regarding City of Grants Pass Comprehensive Plan Element 8 findings related to Economy. Mr. Nolan stated that revised Element 8 findings were included in the revised staff report submitted as 'Exhibit 7'.

Commissioner Scherf and staff discussed the associated on-site development and clarified how the existing private streets on site were being rerouted as part of the associated development on the subject sites. The discussion pointed out that access to adjacent parcels would continue to be provided through the private streets.

Commissioner Arthur asked for clarification related to major utility infrastructure in the area, specifically sewer main lines. Staff noted the approximate location of sewer lines and stated that the applicant could address how utilities would be affected by fairground's site improvements.

Commissioners Aviles and Collier expressed concerns related to the proposed loss of residentially designated property.

The applicant's representative, Justin Gerlitz, spoke to the Commission, expanding on the related associated uses and outlining the impact of future street expansion in the area. Mr. Gerlitz also provided a PowerPoint presentation including current site photos and future development plans for the subject site. He also addressed the utility questions brought up by Commissioner Arthur.

Discussion regarding Goal 10 findings ensued with Commissioners Aviles, Collier, and Heesacker voicing concern about the Comprehensive Plan designation change, which would remove two parcels from residential land use designation.

Following continued deliberation Commissioner Nelson moved and Commissioner Scherf seconded the motion to recommend that the City Council approve the request for the Comprehensive Plan Map Amendment and Zone Map Amendment identified as application #402-00107-20. Commissioners Coulter (Chair), Heesacker (Vice Chair), Scherf, Nelson, Tokarz-Krauss, and Arthur voted to approve the motion. Commissioner Collier abstained. And, Commissioner Aviles voted to deny the motion based on a failure to meet criteria 'c' of Comprehensive Plan Policy 13.5.4, specifically that the application did not adequately address 'Goal 10: Housing' related to statewide planning goals because the City's housing needs analysis forecasts deficits in both high end and low end housing. The motion passed.

**MOTION/VOTE**

**Commissioner Nelson moved and Commissioner Collier seconded the motion to recommend that the City Council approve the request for the Comprehensive Plan Map Amendment and Zone Map Amendment identified as application #402-00107-20. The vote resulted as follows: "AYES": Chair Coulter, Vice Chair Heesacker and Commissioners Arthur, Collier, Scherf, Tokarz-Krauss and Nelson. "NAYS": Commissioner Aviles. Abstain: Commissioner Collier. Absent: None. The motion passed.**

**MATTERS FROM COMMISSION MEMBERS AND STAFF**

Doug Walker, Housing Advisory Committee Chair, provided an update and lead discussion on a Housing Work Plan for the City of Grants Pass.

**Meeting adjourned: 8:08 pm.**

**Next meeting: March 10, 2021**

ERIC HEESACKER  
Eric Heesacker VICE CHAIR  
FOR  
\_\_\_\_\_  
Jim Coulter, Chair  
Urban Area Planning Commissioner

3/10/21  
\_\_\_\_\_  
Date

Minutes prepared by Ryan Nolan, Contract Principal Planner, City of Grants Pass.