

**URBAN AREA PLANNING COMMISSION**  
**Meeting Minutes – May 27, 2020 at 6:00 P.M.**  
**Remote/Virtual Meeting**

**COMMISSIONERS:**

Jim Coulter (Chair)  
Blair McIntire (Vice Chair) - Absent  
Loree Arthur  
Jennifer Aviles  
Eric Heesacker  
Mark Collier  
Susan Tokarz-Krauss - Absent  
Vacant

**City/Staff/Council Liaisons:**

Barry Eames (City Councilor) - Absent  
Lora Glover (PCD Director) - Absent  
Brad Clark, (Principal Planner)  
Jason Maki (Assistant Planner)  
Taylor Graybehl (Assistant Planner)

**Guests:**

We're down here in the chambers this time, Jim, so I'm trying to manage this a little differently than usually when I've been at my desk. So I went ahead and just hit the recording, so we're good anytime you are.

Does this have to be on for him to hear you?

No. We use that [inaudible 00:00:57].

Are you with us, Jim? You got your mute on maybe?

Okay. I had my mute on. So the Urban Area Planning Commission will now come to order. The time is 6:01. We will now do roll call. Commissioner McIntire. Not present. Commissioner Arthur.

Here.

Commissioner Aviles.

Present.

Commissioner. Heesacker.

Here.

Commissioner Collier.

Here.

And I got a late notice. Commissioner Tokarz-Krauss has an family emergency, so she won't be able to make it. However, we have five people present; that constitutes a quorum. Principal Planner Clark, do we have any public tonight?

No, we do not.

Okay. We will skip public comment and we will move to approval of the May 13, 2020 UAPC meeting minutes. Excuse me. Are there any corrections to the minutes?

Seeing none, I will entertain a motion for approval of the minutes.

This is Heesacker. I'll make that motion to approve minutes from the last meeting.

Arthur second.

Okay. Motion has been made and seconded. We will now query each Commissioner. Commissioner Arthur, how do you vote?

Yes.

Commission Aviles?

Yes.

Commissioner Heesacker.

Yes.

Commissioner Collier.

Collier, aye.

And I vote aye also, so we have a unanimous five votes.

#### **MOTION/VOTE**

**Commissioner Heesacker moved and Commissioner Arthur seconded the motion to approve the May 13, 2020 minute, as submitted. The vote resulted as follows: "AYES": Chair Coulter and Commissioners Arthur, Aviles, Collier, and Heesacker. "NAYS": None. Abstain: None. Absent: Vice Chair McIntire and Commissioner Tokarz-Krauss  
The motion passed.**

We will now move to approval of findings of fact. The first one we will be approving or not approving will be number 201-00321-20, which is the Beacon Hill Park Major Site Plan. Are there any comments on the findings of fact for this application?

Seeing none, I will entertain a motion whether to approve or not approve the Findings of Fact for Beacon Hill Park Major Site Plan Review.

This is Heesacker. I'll move that we adopt the Findings of Fact for the Beacon Hill's park.

Arthur. Second [inaudible 00:05:16].

Okay. We have a motion to approve Findings of Fact for Beacon Hill Park and Major Site Plan Review. I will now query each Commissioner. Commissioner Arthur, how do you vote?

Yes.

Commissioner Aviles.

Yes.

Commissioner Heesacker.

Yes.

Commissioner Collier.

Collier, aye.

And I also vote aye. The findings of fact for the Beacon Hill Park Major Site Plan Review are approved unanimously.

#### **MOTION/VOTE**

**Commissioner Heesacker moved and Commissioner Arthur seconded the motion to approve the Findings of Fact for Beacon Hill Park and Major Site Plan Review. The vote resulted as follows: "AYES": Chair Coulter and Commissioners Arthur, Aviles, Collier, and Heesacker. "NAYS": None. Abstain: None. Absent: Vice Chair McIntire and Commissioner Tokarz-Krauss  
The motion passed.**

We will now move to findings of fact for application numbers 401-00100, which is the zoning map amendment, and 104-00130-19, which is the subdivision. I will now entertain any comments. Does anybody have any comments?

Seeing none, I will now entertain a motion to approve or disapprove the Aurelia Zoning Map Amendment and Subdivision.

Commissioner Aviles makes the motion to approve Aurelia Zoning Map Amendment Finding of Facts.

And subdivision?

And subdivision findings of fact.

Okay.

This is Heesacker. I'll second.

Okay. We have a motion and we have a second to approve the Findings of Fact for Aurelia Zoning Map Amendment and Subdivision. I will now query each Commissioner. Commissioner Arthur, how do you vote?

Yes.

Commissioner Aviles.

Yes.

Commissioner Heesacker.

Yes.

Commissioner Collier.

Collier, aye.

And I also vote aye. Findings of Fact for the Aurelia Zoning Map Amendment and Subdivision are approved unanimously.

#### **MOTION/VOTE**

**Commissioner Aviles moved and Commissioner Heesacker seconded the motion to approve the Findings of Fact for the Aurelia Zoning Map Amendment and Subdivision. The vote resulted as follows: "AYES": Chair Coulter and Commissioners Arthur, Aviles, Collier, and Heesacker. "NAYS": None. Abstain: None. Absent: Vice Chair McIntire and Commissioner Tokarz-Krauss  
The motion passed.**

We will now move to public hearings, which there is not any tonight. The Nelson Storage Building Conversion Major Site Plan Review will be scheduled for the June 10th, 2020 meeting. Are there any matters from Commission members, excuse me, from staff?

I do have just a couple of things for you, Chair.

Yes, sir.

So number one, and probably most importantly, I think you mentioned last time, Director Glover's last day as community development director is this Friday. She will be off for two weeks and then she'll be coming back on a temporary part time basis, focused on parks and economic development. I've been asked to fill the interim role, so I will start that position Monday, June 1st. So just want to let you know that we at staff are sending around some cards and things, and we actually have one, and I apologize that we didn't get it around, but for any Commissioners who would like to sign a card wishing Lora well in her retirement, are welcome to do that. We'll have it at the front counter for anybody who wants to swing by and sign that, I think until next Wednesday. So if you have the chance to swing by between now and next Wednesday to sign, you're more than welcome to do that. We'd love that actually.

So related to that, Ryan Nolan, who some of you may recall, he was a planner with the City for, I believe, it was a couple of years. He moved on to the Rogue Valley Council of Governments and is now a principal planner there and has been for about a year. And the City of Grants Pass has a contract with the Rogue Valley Council of Governments to bring Ryan back for a couple of days a week. So starting next week, he's going to be coming in. And we're still going to have the planners that you're used to seeing reports from do most of the main projects. Ryan may take on, a couple of larger projects, but for the most part, he'll be helping to kind of manage the current planning load. So, you'll see his name a little bit more often over the next few months.

So that's kind of a quick staffing update. I think we mentioned last time that there are two of the Planning Commissions appeal, or applications were appealed, to the City Council. The Southview subdivision, the City Council, held that hearing. Because of a noticing issue, we had to continue that, so they're actually meeting tomorrow morning to finalize their decision. They did not make a decision on the Southview appeal yet. All the public comments are closed on that. So we'll have discussion at, I think it's nine o'clock tomorrow morning.

Do you know if that's being broadcast, Brad?

Loree, I don't know for certain. I believe all of those Council meetings are on the RVTV. It will be held here in the chambers

And then June 3rd is the Blackberry Glen Subdivision appeal. That is also before City Council. The applicant actually appealed that. They're appealing the fact that the Grants Pass Irrigation District condition. If you may recall, there was an issue on that along the Eastern boundary of that subdivision, where Grants Pass Irrigation District was asking for seven feet, and the applicant was opposed to providing that much of an easement. And I believe Commissioner Heesacker kind of brought up the idea about maybe not putting a dimension in there. And that's how the Planning Commission's decision was finalized, was that that was approved, but it was approved with the condition that they comply with Grants Pass Irrigation District requirement. So that helped the applicant, but it did not satisfy her entirely. So, she appealed on that point only and is asking basically for that condition to be moved and stricken. So we'll see what the Council does with that. That's June 3rd, 6:00 PM.

And then your next meeting, we at this point are planning to be back in the chambers. The Council, this last week, had their first meeting here. They have been practicing social distancing. The staff were out in the audience. Commissioner Aviles and I are sitting here in the chambers right now and can kind of see how it's set up. So it would be similar to this. So I know it's going to break your hearts not to be able to meet this way anymore, but it's looking like we'll be able to get back to somewhat of a normal procedure for you.

These are maximum 25 occupants here in this room, and that includes the Planning Commission. So we're not expecting there to be an issue on your June 10th meeting because of that Nelson Storage Building Conversion. We have not received any public feedback and we're not anticipating any opposition to that. So I don't think it'll be an issue. If you do have some other applications in the future where there is a lot of public, then we anticipate using the courtyard conference room as kind of as an overflow where the public could stay and listen and then come in and testify once it becomes their turn. So we'll just have to kind of manage that as we go. So I think, unless anyone has any questions for staff, that was all I had.

This is Heesacker. I have a question. So the June 10th meeting will be held there in the chambers.

Correct.

Thank you.

Any other questions?

Yes. This is Collier, I got a question. I was planning on being out of town mid-June. If I have access to Wi-Fi, could I attend like I am right now this current convention?

Yes. That is an option. As long as we know ahead of time and we can get the logistics figured out, that that is an option.

Roger that.

Yeah. I think that's going to continue to be an option until we move to phase two. Phase two, meaning the Oregon requirement for Josephine County in the COVID-19 situation. Any other questions?

So I guess along that line, I would say even after phase two, I find it incredibly comfortable to view these in the privacy of my own home. Just might want to throw that out there as an option, unless you want to pull everybody back in. It's just a thought at this point.

When we get to that point, I'm going to pull everybody back in. I think it's important that we try to meet in person as much as possible. As far as video and all of that, the audio will still be, for the minutes, will still be available. So that's where I'm going with it. And also on that, there are a few dynamics that when you're at a meeting and you're in person, that just can't be replicated when we're doing it remote. Any comments on that?

Okay. Any other questions for staff?

Okay. Seeing none. Commissioner Collier, do you have any more comments?

No, I'm fine.

Okay. Commissioner Heesacker?

No. But I'm curious, if we adjourn this meeting before 6:20, is that a record?

No.

What's the record?

Four minutes.

Four? Oh my. Okay. I'm done. Thanks.

Commissioner Aviles.

No, I have nothing to discuss. Thank you.

Commissioner Arthur.

I have nothing to bring up. Thanks.

Okay. I want to bring up, I really encourage you also, like almost interim director Clark mentioned, to go in and sign the card for Lora. Interim director almost Clark, is it okay if we bring a gift certificate or something like that? I don't know. I want to pass that by.

Well, I think that's up to the Commission. I'm trying to think if there's anything, as far as a retirement gift, in terms of the ethics, I don't think you have that issue now going before you. Normally there would be. I think staff will just leave that up to the Commission, if you want to pull something together.

Okay.

I would recommend it only be a gift card or something. She's kind of made it clear that she would prefer not to have any physical gifts. But I think a gift certificate, something to that effect, would be great.

Well, being a former Air Force crew chief, she's just going to have to suck it up. Just kidding. But Director Glover, I've been on board for nine years, and I think she's been the director for seven. And I go on record to say, she has been outstanding. I mean, just top of the line superb in every way. Has given the Commission, Planning Commission, full support, has been fair, unbiased and, I tell you, I've learned a lot from her. So I want to throw that out there. Not throw it out, but put it out there. Also, it'll be good to see Commissioner Nolan, also known as the Beard of Knowledge. Well, that's my term for him. And let's see. Other than that, I have nothing. So the meeting is adjourned at 6:19 PM.

See you next meeting.

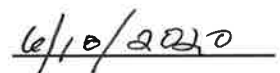
Bye bye.

**Meeting adjourned: 6:19 pm.**

**Next meeting: June 6, 2020**



Jim Coulter, Chair  
Urban Area Planning Commission



Date

Minutes transcribed by www.rev.com and given a cursory review/edit by Julia Wright, City of Grants Pass Administration.