

**CITY OF COOS BAY**  
**PLANNING COMMISSION MINUTES**  
**TUESDAY, JANUARY 15, 2015 at 6:00 P.M.**  
**Coos Bay City Hall, 500 Central Avenue, Coos Bay**

**DRAFT**

**ATTENDANCE**

**COMMISSIONERS:** Chairman Christine Coles, Commissioners Jim Berg, Katherine Flores, Phil Marler, Rex Miller and John Peery.

**ABSENT:** Commissioner Jeff Marineau

**STAFF:** Eric Day, Community Development Director  
Debbie Erler, Planner

**SIGNED-IN GUESTS:** None

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Chairman Coles welcomed the two newly appointed Planning Commissioners, Katherine Flores and John Peery.

**ADMINISTRATIVE**

- A. Election of Planning Commission Chairman and Vice-Chairman for 2015.
- MOTION:** Commissioner Miller – Nominated Phil Marler for Chairman of the Planning Commission for the year 2015.
- SECOND:** Commissioner Coles
- VOTE:** Unanimous
- MOTION:** Commissioner Marler – Nominated Commissioner Marineau for Vice-Chairman of the Planning Commission for the year 2015.
- SECOND:** Commissioner Miller
- VOTE:** Unanimous
- B. Appointment of a Planning Commissioner as representative to the Parks Commission.
- MOTION:** Chairman Marler – Nominated Commissioner Coles as Planning Commission representative to the Parks Commission for the year 2015.
- SECOND:** Commissioner Berg
- VOTE:** Unanimous
- C. Appointment of Planning Commissioner as representative to the Urban Renewal Advisory Committee for 2015.
- MOTION:** Chairman Coles– Nominated Commissioner Berg as Planning Commission representative to the Urban Renewal Advisory Committee for the year 2014.
- SECOND:** Commissioner Marler
- VOTE:** Unanimous

## **APPROVAL OF MINUTES**

Approval of the Planning Commission minutes of November 12, 2014.

**MOTION:** Commissioner Coles – Approve the Planning Commission minutes of November 12, 2014 as submitted.  
**SECOND:** Commissioner Miller  
**VOTE:** Unanimous  
**ABSTAIN:** Commissioners Berg, Flores and Peery.

**CCI/PUBLIC COMMENTS** None

## **PUBLIC HEARING**

**ITEM A: Site Plan and Architectural Review (SPAR) and Conditional Use #187-ZON14-072 – 625 North Broadway, Coos Bay** The applicant (Morgan’s Veterinary Clinic) is proposing to change of use to “Animal Sales and Service – Kennel, Veterinary (Large and Small Animals)” requires approval of a Conditional Use application is required for kennel services. A SPAR is required to address the change of use.

Chairman Marler asked if there were any objections to the Planning Commission hearing the item on jurisdictional grounds. He asked if any Planning Commissioner had ex parte contact or conflict of interest to report.

Chairman Marler opened the public hearing.

Debbie Erler read the disclosure statement and outlined the applicant’s request. The applicant is proposing to change of use to “Animal Sales and Service – Kennel, Veterinary (Large and Small Animals)” which requires approval of a Conditional Use application. A SPAR is required to address the change of use.

Joe Slack, H.G.E. Engineering, applicant’s representative. Joe summarized the project to complete the interior build out to accommodate the veterinary use (lobby area, exam rooms, offices, etc.), make changes to some of the exterior doors/windows and redesign the off-street parking and landscaping. He explained that the revised site plan (submitted prior to the meeting), includes a covered area for loading/unloading larger animals. He discussed the lease area at the south curb-cut, and the condition of approval that requires the issue be resolved prior to occupancy. He stated they are working on that issue.

Dennis Powell, 737 N Broadway, Coos Bay stated the prior property had allowed them to utilize the north curb-cut to access the side of their property for parking, due to safety issues of parking on North Broadway. He said they do not object to the proposed use, but they are requesting to be allowed to continue to utilize the curb-up and some off-street parking area. They have concern about the landscaping proposed in that area and concern about transit traffic using any grass area to loiter and smoke.

Chairman Marler asked if there is a written agreement for access to the property. Mr. Powell stated they do not have a written proposal.

The Planning Commission discussed the access and landscape issue. Mrs. Powell stated they are not talking about adverse possession; they just want to continue to use the access and parking area.

Mr. Slack stated that the owner is will to work with Mr. and Mrs. Powell regarding continued access and use of the area. He stated they may be able to eliminate the curb line proposed at the north property line.

Chairman Marler closed the public hearing.

Commissioner Miller expressed concern about the turning radius for larger vehicles (truck/trailer) at the north curb-cut.

**MOTION:** Commissioner Coles - Based on the adopted Findings, Conclusions and Conditions, as supported by the Staff Report and the applicant's submittal, attached hereto and incorporated herein by reference as Attachment "A", approve the proposed site plan and change of use of Site Plan and Architectural Review (SPAR) and Conditional Use #187-ZON14-072 allowing "Animal Sales and Service – Kennel, Veterinary (Large and Small Animals)" on the subject property at 625 North Broadway, Coos Bay

**SECOND:** Commissioner Miller

**VOTE:** Unanimous

**ITEM B: Ordinance Amendment – Development Code Rewrite #187-ZON14-075 -** The City is proposing substantial changes which are being proposed to the majority of the Development Code; including a consolidation of multiple zoning designations, elimination of several zoning designation requirements, and modifying changes to land use decision criteria within the land use application process.

Chairman Marler asked if there were any objections to the Planning Commission hearing the item on jurisdictional grounds. He asked if any Planning Commissioner had ex parte contact or conflict of interest to report.

Chairman Marler opened the public hearing.

Debbie Erler read the disclosure statement and Director Day summarized the Development Code Rewrite process and summarized the main amendments.

Commissioner Miller recommended changes to the landscape portion of the proposed development code regarding the minimum spread being increased to 12-inches and that a plants should be reviewed/approved by a "Nurseryman" as licensed by the State of Oregon or landscape architect (page 20). He would also like a statement regarding minimum standards and species for any trees planted in the right of way, especially in the downtown area and along the highway.

Chairman Marler closed the public hearing.

**MOTION:** Commissioner Coles – Based on the adopted revised Findings and Conclusions, as discussed at the hearing and as supported by the applicant's submittal, attached hereto and incorporated herein by reference as Attachment "A" recommend the City Council approve Ordinance Amendment – Development Code Rewrite #187-ZON14-075, including revisions to "Definitions", a consolidation of multiple zoning designations, elimination of several unused zoning designations and changes to "General Conditions" "Special Site Development" and "Administrative Provisions" sections.

**SECOND:** Commissioner Berg  
**VOTE:** Unanimous

**STAFF COMMENTS**

Directory Day stated the public hearing for the proposed amendments to Comprehensive Plan Map and Zoning Designation map will be at April meeting.

**ADJOURNMENT** 7:10 p.m.

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Phil Marler, Planning Commission Chairman  
City of Coos Bay  
Coos County, Oregon

ATTEST: \_\_\_\_\_  
Debbie Erler, Planner  
City of Coos Bay