

**CITY OF COOS BAY**  
**PLANNING COMMISSION MINUTES**  
**Tuesday, April 10, 2018 at 6:00 P.M.**  
**Coos Bay Fire Department, 450 Elrod Avenue, Coos Bay**

**ATTENDANCE**

**COMMISSIONERS:** Chairman Rex Miller, Commissioners, Jim Berg, Christine Coles, Bill Davis, Chris Hood, John Peery and Jeff Marineau

**ABSENT:** None

**STAFF:** Tom Dixon, Community Development Administer  
Debbie Erler, Planner 1

**SIGNED-IN GUESTS:** None

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**CCI/PUBLIC COMMENTS** None

**APPROVAL OF MINUTES**

Approval of Planning Commission minutes of March 13, 2018.

**MOTION:** Commissioner Berg – Approve the Planning Commission’s minutes of March 13, 2018 as submitted.

**SECOND:** Commissioner Davis

**VOTE:** Unanimous

**ABSTAIN:** Commissioners, Coles, Peery and Hood

**PUBLIC HEARING**

**ITEM A: SITE PLAN REVIEW/VARIANCE #187-ZON17-097** (Continued): The applicant is proposing to convert a 4,726-square foot warehouse building in the Industrial-Commercial (I-C) district into a sit-down and take-out pizza restaurant. A Site Plan Review is required for the change of use along with a Variance to reduce the site landscaping from the required 15% to approximately 13%.

Chairman Miller 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 Miller opened the public hearing.

Tom Dixon read disclosure statement and summarized the applicant’s request.

Commissioner Hood stated the packet includes two different site plans with a different parking layout (one has 8 and the other has 18 spaces) and access. He asked which plan is under review. Mr. Dixon stated that the plans outlined in "L1" is the site plan he reviewed. The applicant indicated that the site plan with 18 spaces is the preferred site plan.

Commissioner Hood asked if a sidewalk and driveway are being installed. Mr. Dixon stated that yes, they will be installed.

Chairman Miller asked about irrigation for the grass landscape areas. He stated that if you install a lawn it needs to be irrigated. Commission Hood agreed that irrigation is necessary for lawn. Chairman Miller stated he is also uneasy with the plants not being identified on the landscaping plan. He recommends a landscaping plan be submitted that identifies the trees, shrubs and ground cover, and if lawn is included in the plan, irrigation should be installed or a maintenance plan needs to be submitted.

Commissioner Marineau suggested the applicant not install a lawn. They require a lot of maintenance and extra expense. Recommended shrubs and ground cover. The applicant indicated he will revised the site plan to remove the lawn and identify plans.

**MOTION:** Chairman Miller – Add a "Condition of Approval" that prior to the issuance of permits, the applicant will submit a detailed revised landscape plan for staff's review and approval, that identifies the name and location of proposed plants and shows the replacement of the proposed lawn with alternate shrubs and/or ground cover or provide details on the installation of an irrigation system to help with lawn maintenance.

**SECOND:** Commissioner Hood  
**VOTE:** Unanimous

Chairman Miller closed the public hearing.

**MOTION:** Commissioner Coles – Based on the statement of facts, findings, conclusions; and the applicant's submitted evidence, attached hereto and incorporated herein by reference, approve Site Plan Review application #187-ZON17-097 to convert a 4,726-square foot warehouse building in the Industrial-Commercial (I-C) district into a sit-down and take-out pizza restaurant and the Variance portion of the request to reduce the site landscaping from the required 15% to approximately 13%, subject to conditions of approval as revised.

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

#### **ADMISTRATIVE:**

**ITEM B:** Discussion of the Tsunami Resilience Project by Meg Reed, Coastal Shores Specialist Oregon Coastal Management Program, Department of Land Conservation and Development.

Ms. Reed discussed the "Building Resilience to Tsunami Hazards Along the Oregon Coast" document that was provide in the Planning Commission packet. She summarized the "Beat the Wave" detailed evacuation modeling and the Tsunami land use resilience measures that jurisdictions can take. She reviewed the "Draft Tsunami hazard Overlay Zone Ordinance" that the City could use as a model for their own ordinance.

The Planning Commissioner discussed flood insurance in a Tsunami zone. Ms. Reed stated flood insurance is not required for properties in Tsunami zones and FEMA does not use Tsunami mapping in determining rates. Ms. Reed explained that evacuation training for Tsunami's is no different than training for fire emergencies for critical facilities. She recommended the City do an analysis and determined risk facilities and development a plan for mitigating the risk. She said some funding for project is available.

**ITEM C:** Draft Proposed Ordinance Amendments.

Ms. Erler summarized the proposed Development Code amendment language to the Planning Commission for discussion. She said with the Planning Commission's approval the official land use process will be started. She said there were a couple items added to the proposed amendments, including locations of restrictive fencing.

The Planning Commission discussed the proposed amendments.

**COMMISSION COMMENTS**

Commissioner Coles stated there will be a major Mingus Park Sewer Rehabilitation project this summer. She said the Park's Commission recommended the line be slightly altered so that two major trees are not adversely affected and they recommend starting the project in late September and that equipment be stored at the Scout's Cabin. She added that the City Council wants the Park's Commission to take a look at the "PreWay" to see what projects they could do to enhance the area.

Commissioner Hood asked if the Hollering Place has come before the Planning Commission for a revised project. Mr. Dixon stated we have not received an application, they have been meeting with entities.

Chairman Miller stated that in his opinion, placing the Library in Empire is the biggest mistake the City has made in many years. The Planning Commission discussed that Libraries are part of the core of our downtown and that location is disconnected from the downtown and schools.

**ADJOURNMENT** 7:18 p.m.

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Rex Miller, Chairman  
Planning Commission  
City of Coos Bay  
Coos County, Oregon

ATTEST: \_\_\_\_\_  
Debbie Erler, Planner 1