

Minutes of the Veneta Planning Commission
April 7, 2008

Present: James Eagle Eye, Len Goodwin, Jim Bruvold , Lily Rees and Linda Boothe
Others: Brian Issa, Community Services Director; Zac Moody, Assistant Planner; and Darci Henneman,
Assistant City Recorder

I. REVIEW AGENDA

James Eagle Eye reviewed the agenda and called the Veneta Planning Commission to order at 7:00 p.m.

II. PUBLIC COMMENT

None

III. APPROVAL OF MINUTES

Approval of the January 7, 2008 and February 4, 2008 minutes.

MOTION: Jim Bruvold made a motion to approve the January 7, 2008 Planning Commission minutes. Len Goodwin seconded the motion which passed with a vote of 5-0.

MOTION: Lily Rees made a motion to approve the February 4, 2008 Planning Commission minutes. Linda Boothe seconded the motion which passed with a vote of 5-0.

IV. A. M-1-08 - URCIUOLI PARTITION

Request for 3 lot partition located at 24970 West Hunter Avenue

The request before the Planning Commission is for approval of a tentative plan to divide a 41,465 sq. ft. parcel into three residential parcels (two additional parcels with one existing parcel). The plan designation for this parcel is medium density general residential/residential-commercial and is zoned general residential/residential-commercial.

Zac said the applicant submitted a property line adjustment in July 2007 which was approved August 30, 2007. The line adjustment was between tax lot 6900 and 7100 to create an access through a panhandle lot for tax lot 7100. This was done in anticipation of the proposed partition application. The subject property is currently occupied by an existing single family residence that will remain.

Zac said transportation, wastewater and water services are available to the property. There are no natural resources or wetlands on the site. Zac said the City Engineer requested a detailed stormwater management plan with appropriate calculations prior to approving the final plat. Zac said no public comments were received regarding this partition.

Zac said Heather Hill from Lane County Fire District No. 1 approved the partition to include a "hammerhead" driveway be re-designed to access the two additional lots.

Zac reviewed the following additions to the staff report with the Planning Commission:

On page 5, Section (12) (c) shall read "The paved area of the private drive paved surface of the shared driveway shall be permanently maintained 'through a shared access and maintenance agreement included as part of the irrevocable development agreement'".

On page 5, Section (12) (d) shall read "If parcel 2 is developed with 'additional units', an additional fee . . ."

PRIOR TO ISSUANCE OF BUILDING PERMITS

"(17) The applicant shall pay 'as required by Veneta Municipal Code, Chapter 3.30.010'."

On page 6, the following section was added:

"PRIOR TO CERTIFICATE OF OCCUPANCY

- (21) All parcels shall be landscaped as required by city code including planting of at least 1 tree of at least 6 ft in height and 4 one gallon shrubs planted per 1000 sq. ft. of open space, with credit given on a 1:1 basis for preserved trees. No trees are proposed to be removed nor shall any be removed from parcels without an approved permit".

On page 27, after Section (5) (a) *CASH IN LIEU OF DEDICATION*, the following paragraph shall read:

"The applicant shall pay cash in lieu of dedication, a binding financial instrument in an amount to be calculated as required by Section 5.26(C). This amount is derived form the total acres of parkland dedication required multiplied by the cost per acre (\$77,700)."

Staff recommended the Planning Commission approve partition M-1-08 with conditions.

In response to a question from Jim Bruvold, Brian said the property owners will be required to permanently maintain the roadway under a shared access agreement. Jim Bruvold suggested the shared roadway maintenance agreement be part of the development agreement. He clarified the shared roadway would not be a public street therefore roadway maintenance would be the responsibility of the homeowners.

In response to a question from Jim Bruvold, Zac said the applicant would enter into an irrevocable development agreement with the City which would require them to be responsible for maintaining the roadway.

All Commissioners agreed shared roadway maintenance information should be included in the agreement and such agreement would be recorded with Lane County Deeds and Records.

In response to a question from Len Goodwin, Zac said the access to the Pioneer Parkway apartment complex is a private roadway off of Fifth Street.

In response to a comment from James Eagle Eye that the driveway is a bit clustered, Zac agreed but said the applicant modified the turn around by using a "hammerhead"

access. He said Heather Hill felt this modification was sufficient to allow a fire engine into the parcel.

MOTION: Len Goodwin to made a motion to approve the application with discussed changes and staff recommendations. Linda Boothe seconded the motion which passed with a vote of 5-0.

V. OTHER

A. Sign Code Interpretation

Brian said since the agenda was sent out, the sign code interpretation questions have been resolved. He said Zac is still working on alternative sign language that will be coming to the Planning Commission in the near future as well as changes to the sign code.

B. Administrative Decisions

Brian said the City would pay the registration fee for the Planning Commissioners to attend the Hope Conference at the University of Oregon on April 17, 2008.

Zac said staff approved a site plan review for a six to 10 child day care center at the yellow house on the southwest corner of McCutcheon and Territorial Road. He said a daycare center would comply with the zoning for that area.

He said there will be at least one limited land use decision and possibly two scheduled for the May 5, 2008 Planning Commission meeting.

Brian polled the Commissioners for their attendance at that meeting. Len Goodwin wasn't sure if he would be in attendance at that meeting. Brian said even though building has slowed somewhat within the City, applications for subdivision, land divisions and partitions are still coming in. Brian said there are no public hearings scheduled for the May 5, 2008 meeting.

In response to a question from Jim Bruvold, Brian said Hayden Homes received their final plat on Phase I of Applegate Landing Subdivision, which is west of the intersection of Perkins and Territorial Roads. He said they dropped off six or so building permits for approval today. He said they will be applying for the final plat for Phase II in the next month or so.

In response to a question from Jim Bruvold, Brian said all utilities in Phase I and II will be underground.

VI. ADJOURN

Chairman, James Eagle Eye adjourned the Veneta Planning Commission at 7:30 p.m.

James Eagle Eye, Chairman

Darci Henneman, Assistant City Recorder

