

## Minutes of the Veneta Planning Commission July 7, 2008

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

### I. REVIEW AGENDA

Chairman James Eagle Eye called the Veneta Planning Commission to order at 7:01 p.m. and reviewed the agenda.

### II. PUBLIC COMMENT

None

### III. APPROVAL OF MINUTES

**MOTION: Linda Boothe made a motion to approve the minutes of June 2, 2008. Len Goodwin seconded the motion which passed with a vote of 4-0.**

In response to a question from Jim Bruvold, Ric said in 2000 the pipe carrying water to the upper Bolton Hill Road Reservoir was replaced. He said if someone is concerned about old water lines not being replaced during the Bolton Hill Road improvements they are probably the water lines to the Dogwood Reservoir.

### IV. LIMITED LAND USE ACTION:

Madison Avenue (S-2-08), a five lot subdivision on Bolton Hill Road.  
Assessor's Map 18-06-36-43, Tax Lot 1212

#### A. Staff Report (Zac Moody)

The applicant is requesting approval of a tentative plan to divide an approximate 1.11 acre parcel into five residential parcels (4 additional parcels, 1 existing). He said the application was received March 17, deemed incomplete on April 3 and complete on May 13, 2008. Notice was mailed and posted on May 14. The property owners/developers are Ben Bazer of Gorilla Capital and Karl Mueller of Metro Planning.

#### Access

Access is available to the property from Bolton Hill Road which is a major collector. There are no wetlands or significant natural resources on the site.

#### Water/Wastewater

Wastewater will be available once the improvements on Bolton Hill Road are complete. The proposed five lots are included in the proposed Bolton Hill Road

LID. Zac said an 8-inch sewer lateral will serve the property from the Bolton Hill Road main line. The applicant proposed a private 6-inch sewer lateral to serve all five lots. Staff has recommended separate clean outs for each property covered by joint access, utility and maintenance easements.

As part of the Bolton Hill Road improvements, the City has installed a 6-inch main line that will deliver water from the higher pressure zone created by the upper Bolton Hill reservoir. This main line is located on the south side of Bolton Hill Road and, at the request of the applicant, is being extended to his property. The Dogwood Lane line is closer in proximity but does not have the needed pressure to service the new lots.

#### Stormwater

Based on the contour map, the stormwater currently sheet flows to the southeast. Zac said a stormwater management plan was included with the application. He said stormwater has historically run on to this site from the northwest corner from a roadside ditch on the south side of Bolton Hill Road.

Brian said the improvements designed for Bolton Hill Road are anticipated to discharge water in the same location on the parcel at pre-construction flows. He said the applicant proposed to route all the water from the roadside ditch directly back into the public storm drain line. Brian said current City policy requires the applicant to maintain existing drainage patterns. He said rerouting the water back into the street system increases flows to downstream properties in a system that may not have excess capacity to handle this additional run off. The proposed system will also collect the stormwater from the driveway and lots and detain it within a 48-inch detention pipe. However, this pipe is located on a steep slope and does not appear to have adequate cover.

Zac said Jerry Elliott, City Engineer, stated his concerns about ground stability during a 10-year event. Zac said it is also current City policy to not accept dedication of private drainage systems and other stormwater facilities located outside the right-of-way because these facilities may create an undue maintenance burden on the City. He said because these areas are designed to serve only the proposed development, staff recommended the specific conditions of approval that clearly define private responsibilities for these areas. Staff also recommended that the applicant provide the City with an approved Joint Access and Maintenance Agreement or similar document to be recorded against each lot, within the development, for maintenance of drainage facilities to address the above concerns.

The applicant estimated when the site is fully developed, the parcels will have a properly developed drainage system that will not exceed the pre-development flows. Zac said, however, the applicant has not provided evidence that the stormwater will drain to the pre-development levels or provided evidence that maintaining the pre-development flow patterns will preclude development of this parcel. Staff recommended that as a condition of approval, the applicant submit a revised drainage plan approved by the City Engineer which maintains the

existing drainage pattern and includes adequate detail to allow evaluation of the constructability, stability and durability of these facilities.

In response to a question from Jim Bruvold, Brian said the Douglas Fir trees on the parcel are probably close to 80 years old.

#### Parks

Zac said the public comment received raised concerns about the amount of park land in the area of the proposed subdivision. The surrounding area is served by Fifth Street Park, Territorial Park and Fern Park. Zac also said as the Southwest Area Plan continues to development, more park land and open spaces will be created. With the area being served by multiple parks, staff recommended prior to the final plat, the applicant pay cash in lieu of a park dedication.

#### Access

Access from Bolton Hill Road will be from a panhandled driveway that serves all five lots. Zac said Lane County Fire District No. 1 (LCFD) required the driveway serving the development have a minimum 20 ft wide driving surface. The driveway surface will be maintained along the length of the driveway and be signed “no parking” and any curbs along the driveway will be painted red in accordance with the 2007 Oregon Fire Code. Zac said a public comment expressed concerns about tree removal on this parcel. They suggested the access be moved to the east side so the trees would remain. However, the slope of the property on the east side does not allow for an access. Staff and the City Engineer recommended the access remain as stated on the tentative plan.

Zac reviewed several rewording and formatting changes in the proposed final order. These were minor changes that did not affect the findings.

#### Staff Recommendation

Based on the information presented in the application, the staff report and proposed final orders, staff recommended conditional approval of subdivision S-2-08.

#### B. Questions from the Planning Commission:

In response to a question from Len Goodwin, Zac said LCFD will approve the road surface to make sure it is constructed properly. He said LCFD would also be the ones to identify if driveway maintenance is required. However, he isn't sure what steps they will take to do so. He said the City will hold the property owners responsible for maintaining the roadway based on LCFD recommendations.

In response to a question from Len Goodwin, Brian said currently he is not aware if the City has a current set of “best maintenance practices for street preservation”. He said staff has looked at several driveway set ups in the City. He said the Planning Commission has looked at parking lots as part of a site plan.

Len Goodwin clarified on page 15, “Lot 1 fronts on Bolton Hill Road”, should be amended to say “. . . a major collector” not “arterial major collector”. Zac confirmed this correction.

James Eagle Eye was concerned about the stormwater and wants to make sure Jerry Elliott pays close attention to this issue. Zac said Jerry Elliott suggested a more detailed analysis should be done. Zac said staff would rely on Jerry Elliott to determine whether or not a different engineer would be needed to make other recommendations.

In response to questions from Len Goodwin, Zac said the estimated cost of the 48-inch pipe wasn't outlined in his referral but the pipe appeared to be inadequate and should be replaced. He said a more detailed construction plan will show more. He said Jerry Elliott will decide whether a geo tech engineer will be required. Zac said if Jerry Elliott doesn't approve laying the water line deeper, the applicant will have to provide a revised plat.

Linda Boothe was concerned about approving the application prior to the conditions of approval being met. In response, Zac said many of these conditions are standard requirements and were included to make sure applicants are aware of what is required for a final plat application. He said staff will not accept a final plat application until all conditions are met. He said this way all the applications will be consistent with one another.

In response to a question from Linda Boothe, Zac said he is confident with the Planning Commission making a decision tonight because of the steps staff has taken to make sure conditions are met. He said if the City Engineer is not comfortable, he will send the application to a geo tech engineer to review the application at the applicant's expense.

In response to a question from Jim Bruvold, Brian agreed that better vicinity maps would be very helpful to see how subdivisions may impact surrounding properties. He said staff will be working with developers to have them provide better maps.

**MOTION: Len Goodwin made a motion to approve the conditions as presented. Linda Boothe seconded the motion which passed with a vote of 4-0.**

## **V. ADMINISTRATIVE DECISIONS**

### Cup of Joe

Zac said Cup of Joe's temporary use permit was approved. In response to a question from Linda Boothe, Zac said Cup of Joe's had an issue with paying transportation SDCs. Cup of Joe's felt their transportation SDCs should be lower because they weren't a destination business. Staff looked into the SDCs Cup of Joe's paid last year. He said staff waived additional fees this year and is hoping to work on the site code changes so Cup of Joe's is in the correct SDC category. Cup of Joe's wants to do business under a

permanent use permit and not a temporary use permit. Zac said unless the code is changed the entire Fern Ridge Shopping Center needs to be reviewed if Cup of Joe's requests a site plan for permanent use.

Zac said that the current site plan requirement does not allow changing the use unless there is an existing site plan. Brian said a small site plan review may eliminate that but required improvements should be proportionate to the addition or change to site.

Brian said the transportation SDCs are being worked over and will be brought to the Council. He said he will make a few adjustments. He said the transportation engineers are starting to get those pass by numbers for the coffee huts to use for SDC transportation charges.

In response to a question from Len Goodwin, Brian said staff is trying to find the wording that would allow them to categorize de minimus impact. Len suggested an impact analysis study. He said the transportation impact of the facility hasn't changed. He said if no impervious surface is added, the stormwater characteristics aren't changed.

#### Oregon Dome Property Line Adjustment

Zac said Oregon Dome was granted a property line adjustment for property on Dunham Loop. He said it was complicated but the proper channels were followed.

#### City of Veneta/St. Catherines' Property Line Adjustment

Zac said the City is still working on the property line adjustment for St. Catherines'. As part of the closing documents, the title report was reviewed more closely. He said as a result, the St. Catherines' property line included property actually owned by Veneta Alliance Church. He said the swap cannot be finalized until the property line is corrected and recorded with Lane County. He said we're still waiting until all the issues are resolved.

## **VI. OTHER**

Jim Bruvold got an email from the Fern Ridge Chamber of Commerce about a transportation meeting. He said the West Eugene Collaborative Group is holding a series of four outreach meetings. He said some of the topics to be discussed will be land use, transportation and other economic issues affecting the growth and transportation patterns for the area. He said the first meeting is at Veneta City Administrative offices on Tuesday, July 8, 2008 at 6:30 p.m. He said the West Eugene Collaborative is looking at land use activities in the west Eugene area.

Brian referred to the article in the July 3, 2008 West Lane News which discussed the Veneta Tree Code. He said the tree code is still under review by legal counsel and is currently in the hands of the City Attorney.

James Eagle Eye suggested the City Council hold a final public hearing on the adoption of the tree code because it has changed so much.

Lane Transit District (LTD) was awarded the Connect Oregon II grant for the LTD bus center at the intersection of Territorial and Luther Lane. Ric said the City will meet with

LTD representatives to see the project move forward. He said State Representative Paul Holvey and Senator Prozanski suggested since the grant application has been submitted, we should try to look into expanding that transit center and make a larger footprint to accommodate future growth. Ric said staff will be meeting with County, ODOT and LTD representatives in the next few weeks to look at how the project can meet the area's long term transit needs. He said of the 70 plus projects that were submitted for the grant funds, this project was the 14<sup>th</sup> chosen throughout the state. Ric said the project should be completed by December 2009. He said creating bus lanes north and south on Territorial Road will be part of the grant project. He said LTD will expand their routes within the Veneta area but the bus route around Fern Ridge Reservoir will be cut.

In response to questions from Len Goodwin, Ric said the discussion with LTD didn't include any diminished routes or rider statistics. Ric said he's not sure what the traffic numbers are from ODOT – how much of the traffic is freight traffic from the coast or coastal passenger traffic. Ric said the City submitted an application for federal highway grant funds last year and were not awarded those federal highway funds but we decided to use what dollars the City matched to prepare a scoping/white paper discussing the traffic issues of Highway 126. He said that's what we'll use to drum up interest in 2009-2010 as a united front to take to DC.

**VI. ADJOURN**

Chairman James Eagle Eye adjourned the Veneta Planning Commission at 8:50 p.m.

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James Eagle Eye, Chairman

ATTEST:

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Darci Henneman, Assistant City Recorder