

MINUTES

Creswell Planning Commission
Creswell Community Center - 99 West 1st Avenue

January 19, 2006
7:30 p.m.

PRESENT: Blake Oelke (vice chair), Lloyd Safley, David Christopher, Jeri-anne Cohen, Dennis Grice, Wes Olsen, members; Megan Banks, Staff; Mark Shrives, City Administrator.

ABSENT: Keith Morgan, member

Mr. Oelke convened the January 19, 2006, meeting of the Creswell Planning Commission.

Minutes of December 15, 2005

Mr. Christopher, seconded by Ms. Cohen, moved to approve the minutes of December 15, 2005. The motion passed unanimously, 5:0; Mr. Safley abstaining.

Audience

There was no one wishing to speak.

Poll Members for Conflicts of Interest

Mr. Oelke polled members for declarations of *ex parte* contacts or conflicts of interest. Seeing none, he moved to the next agenda item.

I. OLD BUSINESS

There was no old business.

II. NEW BUSINESS

Application A: Administrative Decision on Case No. LOT-2005-03, a request by Geomax Engineering, on behalf of Roger Rezentes, for a property line adjustment to adjust the property line between two residential parcels located at the intersection of Mary Neal Lane and Holbrook Lane (assessor's map 19-03-14-32, tax lots 3100 and 3000). The site is zoned and designated Residential on the Creswell Comprehensive Plan Land Use Map.

Ms. Banks said that a property line adjustment request was reviewed by the Planning Commission through Type I procedures and a public hearing was not required. She said the request was approved or denied based on standards outlined in the Creswell Development Code. She reviewed the approval criteria and responses contained in the staff report and noted that the adjustment would not create a new or land-locked lot, not impact any public utilities nor reduce the properties below the minimum required dimensions. She said that approval of the request was recommended with the condition that recording requirements of ORS 92.190(4) be met within 30 days from the date of approval of the lot line adjustment and upon recordation a copy of the document(s) be provided to the Creswell City Administrator.

Denny Crowe, surveyor for Geomax Engineering, commented that the request was made because a home had been built on the current property line and the adjustment was necessary to allow for the required setbacks.

Mr. Christopher, seconded by Ms. Cohen, moved to approve the staff report and adopt the findings of fact. The motion passed unanimously.

Application B: Public Hearing on Case No. SUB-2006-01, a request by Olson and Morris Consulting Engineers, for preliminary subdivision plat approval in order to replat a portion of The Shops at Emerald Valley (Lots 3, 4, 5 and 6) and a portion of Creswell Marketplace (Lots 18, 19, 20, 21 and 22). The relevant assessor's map and tax lots include 19-03-13-23, tax lots 700, 800, 900, 1000, 7100, 7700, 7800, 7900 and 8000). The site is located along Melton Road east of Ray's Food Place and Emerald Parkway. The site is zoned General Commercial and designated as Commercial on the Creswell Comprehensive Plan Land Use Map.

Ms. Banks explained that the proposed reconfiguration of nine tax lots into seven would allow for development of a Bi-Mart retail building and 6,000 square foot building on their own parcels. She summarized the issues of transportation and access, utilities and drainage, and flood plain as addressed in the staff report. She said that no new roads were planned and an internal circulation system had been delineated; an updated Traffic Impact Analysis (TIS) was being reviewed by the Oregon Department of Transportation (ODOT) and any changes in proposed uses would be reflected in a further update to the TIS. She said that existing stormwater and wastewater system were in place and on January 9, 2006 the applicant received City Council approval for a public easement vacation. She said that the easement location was illustrated on the attached diagrams. She noted that Lot 7, the drainage pond, would be recorded as non-developable or have a permanent conservation easement attached to it. She indicated that a small portion of the site was located within the 100-year flood plain and code requirements related to flood plains would be addressed at the time of a building permit. She reviewed the conditions of approval of the preliminary plat as set forth in F.1.a-g in the proposed findings of fact and said that approval was recommended.

Mr. Oelke opened the public hearing.

Scott Morris, 380 Q Street, Springfield, stated that there were no objections to the conditions of approval. He questioned the order of the certificate of elevation and Letter of Map Amendment (LOMA) and said the LOMA would be more appropriate after a building permit had been obtained and fill on the site completed.

Eli Olson, 74 Sunday Drive, Creswell, spoke on behalf of his sister who resided at 69 Village Drive and was concerned about a buffer between residential and commercial uses that would provide both a sound barrier and some type of security. He said there was currently a three-foot berm.

Mr. Morris replied that the existing berm would be removed and a cedar fence six to eight feet in height would be constructed.

Ms. Banks indicated that the order of the LOMA and elevation certificate could be revised to include the condition under “Prior to Building Permit Approval.”

Mr. Shrives suggested the best approach was a LOMA and then the certificate would not be necessary. He said there was no original LOMA for the area and either a LOMA or elevation certificate would be required before a certificate of final occupancy could be issued.

Ms. Banks agreed that condition F.1.a., related to flood plain elevations, on page 26 of the proposed findings of fact should be included as item v. under condition F.1.d. Prior to Building Permit approval.

In response to a question from Mr. Oelke, Mr. Shrives explained that the area was designated as a flood plain and homes required elevation certificates. He said that a LOMA was based on fill and a survey and if approved for the area by the Federal Emergency Management Agency (FEMA) would eliminate the need for individual elevation certificates.

Mr. Morris remarked that it would be more difficult to obtain a LOMA for a commercial site than for a residential development as the entire subdivision was graded before development, whereas for commercial development individual sites would not filled and graded until each was developed.

In response to a question from Mr. Oelke regarding the updated TIS, Ms. Banks used maps to illustrate the area, proposed tentative uses and trips generated. She said that Cloverdale was a State highway under ODOT’s jurisdiction, which is why ODOT was reviewing the TIS. She said if any of the proposed uses changed the applicant would have to again update the TIS.

Mr. Oelke closed the public hearing.

Mr. Safley asked if the portion of the site that was identified as nondevelopable would be left natural. Ms. Banks replied that nothing could be built on that site but it could be landscaped.

Mr. Oelke asked if ownership of the nondevelopable portion would remain with the developer forever. Mr. Morris replied that it would.

Mr. Christopher, seconded by Mr. Safley, moved to accept the staff report and approved the revised findings of fact. The motion passed unanimously.

III. OTHER

Ms. Banks announced that a code assistance project committee meeting would occur on February 6, 2006, 7 pm, to review draft codes. She encouraged commissioners to review the proposed sections. She said that an assessment of infrastructure in northwest Creswell had begun under the economic development grant awarded to the City by the Department of Land Conservation and Development.

Ms. Banks commented that no land use decisions were scheduled for the commission's February 2006 meeting, although the commission would likely be meeting.

IV. ADJOURNMENT

The meeting adjourned at 8:20 pm. The next meeting was scheduled for February 16, 2006, at 7:30 p.m.

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