

MINUTES

Creswell Planning Commission
Creswell Community Center

March 16, 2006
7:30 p.m.

PRESENT: Keith Morgan, Chair; David Christopher, Jeri-anne Cohen, Dennis Grice, Blake Oelke, Wes Olsen, Lloyd Safley, members; Megan Banks, Staff

I. CALL TO ORDER AND APPROVAL OF JANUARY 19 MINUTES

Commission Chair Keith Morgan convened the meeting at 7:30 pm.

Commission member Dennis Grice, seconded by Commission member Blake Oelke, moved to approve the minutes of January 19, 2006. The motion passed unanimously.

II. COMMENTS FROM COMMISSIONERS

There were no comments from the commission or the audience.

III. POLL MEMBERS FOR CONFLICTS OF INTEREST

No conflicts of interests were declared.

IV. OLD BUSINESS

There was no old business.

V. NEW BUSINESS

Application A: Administrative Decision on Case No. SUB 2005-02F, A request by Baker & Associates, on behalf of Ross Investments, for final plat approval of a 98 lot residential subdivision on 19.7 acres (Assessor's Map 19-03-11-00, a portion of Tax Lot 3100). The site is zoned and designated as Residential in the Creswell Comprehensive Plan Land Use Map. The site is located at the northeast corner of East West Lane and Harvey Road.

Commission Staff Megan Banks provided the staff report. She noted that the commission had conditionally approved the plat in November of 2005. She said the applicant had met the conditions of approval for the most part. She distributed updated findings to the commission members. She outlined the outstanding conditions for approval:

- Change the name of Creswood Street to Creswood Drive
- Provide a 15' wastewater easement/sewer service line between lots 55 and 56
- Show lot 68 and the linear park dedicated to the City of Creswell.
- Provide an estimate of costs for completion of public improvements for review and approval by the City Engineer.

Ms. Banks noted that the applicant had met all other obligations.

Seeing no one from the audience wishing to speak, Mr. Morgan called for comments/questions from the commission.

Seeing no questions/comments from the Commissioners, Mr. Morgan called for a motion

Commission member Grice, seconded by Commission chair Morgan, moved to approve the application with the findings of fact as presented by staff. The motion passed unanimously.

Application B: Administrative Decision on Case No. SUB -2006-01- A request by Olson and Morris Consulting Engineers, for final 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 Market Place (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, 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 provided the staff report. She said the commission had granted preliminary approval on January 19, 2006 to reconfigure the nine existing tax lots into a seven lot configuration. She said the applicant had met all the conditions but before final approval could be granted there needed to be a bond for public improvements. She said the final plat could not be signed until the bond for public improvements was signed. She said the applicant would also need to provide preliminary costs to the City Engineer who would review and approve them.

Mr. Morgan called for comments from the audience.

Mr. Larry Olson, Olson and Morris Consulting Engineers, made himself available for questions from the commission.

In response to a question from Mr. Morgan regarding whether the applicant was in the process of obtaining the required bond, Mr. Olson confirmed that the process was progressing.

In response to a question from Ms. Banks regarding the status of the traffic impact study, Mr. Olson said he was unsure of the status.

Mr. Morgan, seconded by Commission member Lloyd Safley, moved to approve the application with the findings and facts as submitted by staff. The motion passed unanimously.

Application C: Public Hearing on Case No. SUB 2006-02 - A request by EGR and Associates, on behalf of Nathan Marple, for a 34 lot residential subdivision on 6.9 acres (Assessor's Map 19-03-11, tax lots 3201, 3202, and 3203). The site is located on the southeast corner of Harvey Road and East West Lane.

Ms. Banks provided the staff report. She said the applicant was proposing a 34 lot residential subdivision to be located on the southeast corner of Harvey Road and East West Lane. She said there would be no access from Harvey Road. She added that Creswood Drive would be extending a 45' right-of-way with 32 feet of paving through the proposed project to a terminus on the south boundary. She said the terminus would provide future connections as the parcels to the south were developed.

Moving on to conditions for approval, Ms. Banks said the staff report contained comments from the Public Works Director, the City Engineer, Lane County and the Fire Marshal. She said there were no preliminary plat conditions but noted that there were some items that needed to be addressed when construction documents were submitted. She outlined the items that needed to be addressed before construction document approval

Ms. Banks noted that the only change that was made to the original findings was that prior to final plat approval (6b in the revised staff report) all structural setbacks on subdivision lots as specified by the applicable Creswell City Zoning regulations shall be measured at right angles to the centerline of Harvey Road, and shall meet city standards for rear setbacks. Setbacks shall be taken from the minimum right-of-way width of 60' or from the right-of-way of the existing road once urban improvements have been constructed, whichever is greater.

As an informational item Ms. Banks said the City of Creswell would be responsible for requesting surrender of annexed portions of Harvey Road and East West Lane from Lane County, and would be responsible for maintenance of the road and stormwater system within those roads. She noted that if the applicant initiated work prior to that surrender by the County, a county facility permit would be required.

Brent Erickson, EGR & Associates, representing the applicant, said the applicant concurred with the findings. Regarding the stormwater issue, Mr. Erickson noted that Lane County had provided comments that no additional water from private ground could be deflected to roadside ditched along Harvey Road. He said the solution was a small modification to the City's stormwater master plan to install a collector pipe on Harvey Road to tie in with existing subdivisions. He said the solution that would be to the benefit of all parties involved.

In response to a question from Mr. Oelke regarding the conditions for approval, Ms. Banks referred the commission to page 4 of the staff report. She said Mr. Staehlin had provided construction plan comments for the preliminary plat.

Mr. Morgan opened the public hearing. Seeing no one wishing to speak he closed the public hearing and called for comments/questions from the commission.

Mr. Safley, seconded by Mr. Morgan, moved to approve the application with the findings and submitted in the staff report with the updated facts. The motion passed unanimously.

III. OTHER

Application D: Recommendation on Case No. Annex-2006-01 – a request by EGR & Associates, on behalf of Clinton and Jean Rabern to bring approximately 1.1 acres in the northwest section of Creswell, located along Harvey Road, south of East West Lane and north of Nieblock Lane. The proposed annexation includes annexation of Harvey Road (Assessor’s Map 19-03-11, tax lot 3403) into the City of Creswell corporate limits. The site is currently zoned and designated as residential.

Ms. Banks said the action requested was a recommendation to the City Council. She called attention to page two of the staff report that showed an extension to Camrin Loop. She said the annexation met the criteria within Section III(c)(12) of the Creswell Code. She said the annexation was adjacent to annexed area. She said the Bennett property to the north was due for approval by the Boundary Commission and was going through an expedited process for approval. She said the Bennett annexation needed to be approved or the current annexation would only be contiguous along Harvey Road and would not meet the criteria for final annexation.

Ms. Banks said there were no infrastructure issues for the subject annexation and city could provide services to the proposed annexation area.

Mr. Grice, seconded by Mr. Morgan, moved to recommend that the Creswell City Council approve Case No. ANNEX-2006-01. The motion passed unanimously.

Application E: Recommendation on Case No. Annex -2006-02 – A request by EGR & Associates, to bring approximately 49.8 acres in north Creswell, located east of Highway 99, west of interstate 5, and south of Martin Road. The proposed annexation includes annexation of Highway 99 and Martin Road (Assessor’s Map 19-03-11, Tax Lots 4800, 4803, 4804, 4805, 1600, and 1601) into the City of Creswell Corporate limits. The properties are currently zoned and designated residential and Industrial.

Ms. Banks said the actual tax lots totaled approximately 46 acres, which was made up of 6 tax lots and four property owners. She said the criteria for approval outlined in Section III(c)(12) of the Creswell Comprehensive Plan. She said there were no outstanding issues with the annexation. She said staff were in the process of obtaining annexation agreements from the property owners. She said the City could provide services to the annexation area.

Mr. Erickson said had talked to the applicants that day and they were ready to sign annexation agreements.

Mr. Morgan, seconded by Mr. Safley, moved to recommend that the Creswell City Council approve Case No. ANNEX – 2006-02. The motion passed unanimously.

2005 Planning Assistance Year End Summary

Ms. Banks called attention to the document in the meeting packet and asked for comments from the commission.

There was general consensus for Mr. Oelke to present the document to the City Council at its next meeting.

Code Assistance Phase 2 Status Report

Ms. Banks said there would be a meeting on Code Assistance the following Monday at 6:30 p.m.

Adjourn

Ms. Banks distributed copies of the Comprehensive Plan update handout presented to the City Council on Monday, March 13. She asked members to review the document and prepare for a discussion at the next meeting.

Mr. Morgan said he had a discussion with the Mayor regarding withdrawing his position on the Airport Committee and asked if there was interest in the position among the planning commission members.

There was no immediate interest among the Planning Commission members although Mr. Grice said he would consider it.

Mr. Safley related that there had been a discussion of graffiti at the last city council meeting. He said he would like to see a recommendation about sandwich board signs on sidewalks in the City. He noted that they were against the Creswell code. He said the key question to consider was how the sign code could be enforced by the City. He suggested a recommendation to the City Council to address the situation.

Mr. Oelke suggested researching the sign code before making a recommendation to the City Council.

Ms. Banks suggested discussion with City Administrator Mark Shrives to determine specific code requirements. She reiterated Mr. Oelke that the commission should have more information before making a recommendation to the City Council.

Mr. Safley said he was in favor of a recommendation to the city administrator to look into the matter of sign code enforcement.

The meeting adjourned at 9 20 pm.
(Recorded by Joe Sams)

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