

**CITY OF COTTAGE GROVE PLANNING COMMISSION**  
Minutes of the Regular Public Hearing  
June 19, 2024

**CALL TO ORDER**

Chair Rigel called the meeting to order at 7:00 p.m.

**ROLL CALL**

Recording Secretary Tina MacDonald called the roll. The following were:

**PRESENT IN THE**

**COUNCIL CHAMBERS**

Chair Ashley Rigel, Vice Chair Brandon Parsons, Garland Burback, Tim Burns, Thomas Munroe, Jeff Gowing and David Christopher

**PRESENT VIA**

**ZOOM**

Jeremy Means, Planning Intern

**ABSENT:**

**STAFF PRESENT IN**

**THE COUNCIL**

**CHAMBERS:**

City Planner-Eric Mongan, Assistant Planner-Leni Crow  
Recording Secretary Tina MacDonald

**APPLICANT PRESENT:**

Slabtown BMX – 74113 London Rd., Cottage Grove, OR 97424

**MEDIA PRESENT VIA**

**ZOOM:**

None

Staff advised that this hearing had been advertised and publicized and notices posted as required by law. It was asked that any correspondence received be noted as a part of the item on the agenda.

**ITEMS TO BE ADDED TO THE AGENDA**

None

**MINUTES**

May 15, 2024

**IT WAS MOVED BY COMMISSIONER BURBACK AND SECONDED BY COMMISSIONER GOWING TO APPROVE THE MINUTES FOR MAY 15, 2024.**

Vote on the motion as follows:

VOTE	Commissioner Rigel	Commissioner Burback	Commissioner Gowing	Commissioner Burns	Commissioner Munroe	Commissioner Parsons	Commissioner Christopher
AYES	X	X	X	X	X	X	X
NAYES							

Minutes for May 15, 2024 are approved.

**EX PARTE CONTACT**

Commissioner Gowing stated that he shared Commissioner Bucks phone number with the applicant for them to make direct contact. The commission voted to allow him to participate in this evenings hearing. Commissioner Christopher moved to approve, Commissioner Parsons seconded. 7-0 in favor. All ayes.

**OLD BUSINESS**

**7:08 PM Continued Public Hearing for CUP 1-24**

- (a) SLABTOWN BMX – CONDITIONAL USE PERMIT (CUP 1-24). APPLICANT IS SEEKING A CONDITIONAL USE PERMIT TO CONSTRUCT A BMX TRACK ON A PORTION OF MAP/TL 20-03-35-00-01500, 3300 Row River Road, Cottage Grove, OR 97424. Relevant Criteria: Conditional Use Permits – Chapter 14.44. Applicant: Slabtown BMX, Cottage Grove, OR 97424. Hearing Date: May 15, 2024 at 7:00 PM, Council Chambers and virtually (see [www.cottagegrove.org](http://www.cottagegrove.org) for meeting link), Cottage Grove City Hall; 400 E Main Street, Cottage Grove, OR 97424

Assistant City Planner Leni Crow continued the presentation of CUP 1-24.

**MATERIALS TO BE ADDED TO THE RECORD**

Letters of support received May 20, 2024.  
 Lane County Public Works Department initial referral response dated May 20, 2024.  
 Additional information submitted by applicant  
 Email correspondence with Lane County Public Works Department.

**IN FAVOR** None  
**NEUTRAL** None  
**AGAINST** None

City Planner Mongan stated that the applicant, Courtney Kelly, Slabtown BMX, 74113 London Rd, Cottage Grove, OR 97424 would like to speak.

Applicant Courtney Kelly, Slabtown BMX asked that the public hearing be closed.

City Planner Mongan explained that the decision to close the public hearing is based on not receiving the information from Lane County, specifically the scope for the Transportation Impact Analysis. The applicant is protecting their right to appeal by asking the commission to not render a decision this evening. The only items that will be allowed to be added to the record are the outstanding items from Lane County. No other public comment would be allowed. This would allow the item to continue with the record closed until the next available public hearing.

Chair Rigel asked if staff has heard anything from Lane County. City Planner Mongan stated that they have received correspondence from the traffic engineering department.

**Chair Rigel closed public hearing CUP 1-24 at 7:13 pm.**

**NEW BUSINESS**

None

**INFORMATION FROM STAFF**

City Planner Mongan shared that the Economic Opportunities Analysis subcommittee meeting will be happening on July 1<sup>st</sup> at 1:00 pm for 2 hours. There will also be a joint work session with the City Council at the first meeting in August. The second City Council meeting in August will be a work session as well for the Pedestrian Bicycle Plan. The intention is to have the Pedestrian Bicycle Plan heard by the City Council in October.

**AUDIENCE PARTICIPATION**

None

**COMMISSION COMMENTS**

City Planner Mongan reiterated the importance of the ex parte separation to set up the applicant for success. Staff is hopeful that a decision can be made by the next meeting.

**ADJOURNMENT**

There being no further business, Chair Rigel adjourned the Planning Commission meeting at 7:18 p.m.

ATTEST:

APPROVED:

\_\_\_\_\_  
Tina MacDonald, Recording Secretary

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Ashley Rigel, Chair