

CITY OF COTTAGE GROVE PLANNING COMMISSION
Minutes of the Regular Public Hearing
September 18, 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, Garland Burback, Brandon Parsons, David Christopher and Jill Hermansen

PRESENT VIA ZOOM: None

ABSENT: Thomas Munroe & Tim Burns

STAFF PRESENT IN THE COUNCIL CHAMBERS: Interim Community Development Coordinator Eric Mongan, Public Works Director Faye Stewart, Associate Planner-Leni Crow, Recording Secretary Tina MacDonald

APPLICANT/GUEST PRESENT: David Helton, Oregon Department of Transportation

VIA ZOOM: Rory Renfro, HDR, Inc.

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

August 21, 2024

IT WAS MOVED BY COMMISSIONER CHRISTOPHER AND SECONDED BY COMMISSIONER PARSONS TO APPROVE THE MINUTES FOR AUGUST 21, 2024.

Vote on the motion as follows:

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

Minutes for August 21, 2024 are approved.

EX PARTE CONTACT

None

OLD BUSINESS

None

NEW BUSINESS

7:06 PM Public Hearing for ZC 2-24

- (a) DOUBLE H INVESTMENT GROUP, LLC.– ZONE CHANGE (ZC 2-24) TO AMEND THE LAND USE MAP TO REZONE APPROXIMATELY 0.41 ACRES OF MAP/TL 20-03-31-00-02200 (East 0.41 ac of Lot 4 of Double H Estates) TO R-1 SINGLE FAMILY RESIDENTIAL. Applicant is seeking rezone to R-1 Single Family Residential from RR5 Rural Residential. Relevant Criteria: 14.47.500 Criteria for Legislative & Quasi-Judicial Amendments. Applicant: Double H Investment Group, LLC, 80321 Sears Rd, Cottage Grove, OR 97424. Hearing Date: September 18, 2024 at 7:00 PM, Council Chambers and virtually (see www.cottagegroveor.gov for meeting link), Cottage Grove City Hall; 400 E Main Street, Cottage Grove, OR 97424.

MATERIALS TO BE PART OF THE RECORD:

File ZC 2-24
Draft Ordinance

Proposal:

To amend the Cottage Grove Land Use Map to apply the Comprehensive Plan designation’s zone to a portion of Lot 4 of Double H Estates, approximately 0.41 ac. The subject area is currently zoned RR5 per Lane County within the UGB with a Comprehensive Plan Designation of L – Low Density Residential, and was annexed into City limits on August 26, 2024 by Ordinance No. 3188. The applicant previously annexed the commonly owned lot to the east for development of a residential subdivision. The concurrent application for annexation and zone change will add the needed square footage to allow for the proper development of standard residential lots. Following the annexation and zone change the property owner/applicant will file for a property line adjustment to add the newly annexed area to the larger parcel or through master planned development/subdivision include the newly annexed area.

Per Section 18.04.090 Zoning of Annexed Property, the applicant is required to file a Zone Change application to convert from County zoning to City zoning prior to the City filing documentation with the Secretary of State, hence this application.

The applicant has requested R-1 Single Family Residential zoning, which is one of three identified implementing districts for the L – Low Density Residential Comprehensive Plan designation.

CONCLUSION

Zone Change approval pursuant to Sections 14.47.500.H Criteria for Quasi-Judicial Amendments is supported by the findings of fact that establish compliance with the applicable state and local standards.

STAFF RECOMMENDATION

Approval of ZC 2-24 to amend the Cottage Grove Land Use Map to apply appropriate zoning to a portion of Lot 4 of Double H Estates (TL 2200) from RR5 under Lane Code Chapter 10 to R-1 Single-Family Residential, pursuant to Section 14.47.500, which is supported by findings of fact in the staff report.

IN FAVOR None

NEUTRAL None

AGAINST None

Chair Rigel closed public hearing ZC 2-24 at 7:10 pm.

IT WAS MOVED BY COMMISSIONER CHRISTOPHER AND SECONDED BY COMMISSIONER PARSONS TO APPROVE ZC 2-24 AS PRESENTED BASED ON THE CRITERIA FINDINGS, CONCLUSIONS, AND RECOMMENDATIONS STATED IN THE STAFF REPORT. THIS APPROVAL SHALL BE SUBJECT TO THE CONDITIONS PRESENTED BY STAFF DURING THIS HEARING.

VOTE	Commissioner Rigel	Commissioner Burback	Commissioner Munroe	Commissioner Burns	Commissioner Parsons	Commissioner Christopher	Commission Hermansen
AYES	X	X			X	X	X
NAYES							

Motion carries.

7:11 PM Public Hearing for CPA 1-24

- (a) CITY OF COTTAGE GROVE – COMPREHENSIVE PLAN AMENDMENT (CPA 1-24). TO ADOPT THE COTTAGE GROVE PEDESTRIAN AND BICYCLE PLAN. Applicant is seeking approval of a Comprehensive Plan Amendment to amend the 2015 Transportation System Plan to include the Cottage Grove Pedestrian and Bicycle Plan. Relevant Criteria: Section 14.47.500 Criteria for Legislative & Quasi-Judicial Amendments. Applicant: City of Cottage Grove, 400 E. Main St., Cottage Grove, OR 97424. Hearing Date: September 18, 2024 at 7:00 PM, Council Chambers and virtually (see www.cottagegroveor.gov for meeting link), Cottage Grove City Hall; 400 E Main Street, Cottage Grove, OR 97424

MATERIALS TO BE PART OF THE RECORD:

File CPA 1-24

EXHIBITS

- A. Draft Ordinance amending the Transportation Element of the Cottage Grove Comprehensive Plan to add the Cottage Grove Pedestrian and Bicycle Plan (including Exhibit B of the Ordinance: Cottage Grove Pedestrian and Bicycle Plan)
- B. DLCDC Notice of Proposed Amendment, August 7, 2024
- C. Aerial map of proposed path inclusions to the Cottage Grove Pedestrian and Bicycle plan.

Interim Community Development Director Mongan presented CPA 1-24

This is the “home stretch” for the adoption of the Cottage Grove Pedestrian and Bicycle Plan. It is the culmination of an approximately 20 month long process to create a more refined planning document specific to pedestrian and bicycle facilities as a component of the City’s transportation plan. There are still public comments being taken, hence the reason for the public hearing this evening and will go before City Council in October for adoption.

This will become part of the 2015 Transportation System Plan, which is the transportation element of the City of Cottage Grove’s Comprehensive Plan, by adding additional detail.

Proposal:

The City of Cottage Grove has recently completed an 18-month long effort to draft the Cottage Grove Pedestrian and Bicycle Masterplan. This project was funded through a Transportation Growth Management Grant awarded to the City with the purpose of creating an amendment to the 2015 Transportation System Plan to establish a specific vision and plan for improving the pedestrian and bicycle transportation system within the City of Cottage Grove. Specifically, the proposed PED/BIKE Plan will amend TSP Policy #31: “Ensure consistency with the policies in the most current Cottage Grove Pedestrian and Bicycle Plan”. Additionally, the amendment will include other similar references in the TSP’s “Pedestrian” and “Multimodal” sections.

Public Works Director Faye Stewart has brought before the Commission additional documents that he would like to have included with the proposed CPA 1-24. He presented an aerial map that proposes an additional pathway through property that the City has acquired. This was not included in the creation of the document. Director Stewart spoke about having applied for state funding over the last year and a half. The City was contacted recently that additional funds have been made available. The proposed paths to receive funding are outlined on the attached map.

Chair Rigel asked how this was missed in the original planning process. Clarity around the specific paths and maps presented was provided. Mongan spoke to the importance of having this document specifically to acquire funding as it has been adopted and accepted by the community.

There was continued discussion around the specific proposed paths, path locations, lighting and materials to be used. These details would be decided throughout the actual design process.

Commissioner Hermansen spoke about the connectivity and how it will increase livability in Cottage Grove. Bridging the safe passage between schools is a positive. The beauty of the City and being able to bike and walk around town to experience it is also a draw towards our community.

Staff recommends that the Planning Commission recommend adoption to the City Council as amended with the inclusion of the trail system proposed by Public Works Director Stewart as shown on the attached document.

IN FAVOR None

NEUTRAL None

AGAINST None

Chair Rigel closed public hearing CPA 1-24 at 7:29 pm.

IT WAS MOVED BY COMMISSIONER CHRISTOPHER AND SECONDED BY COMMISSIONER PARSONS TO RECOMMEND APPROVAL OF CPA 1-24 AS AMENDED BASED ON THE CRITERIA FINDINGS, CONCLUSIONS, AND RECOMMENDATIONS STATED IN THE STAFF REPORT.

VOTE	Commissioner Rigel	Commissioner Burback	Commissioner Munroe	Commissioner Burns	Commissioner Parsons	Commissioner Christopher	Commission Hermansen
AYES	X	X			X	X	X
NAYES							

Motion carries.

INFORMATION FROM STAFF

Interim Director Mongan stated that there were not any items to present in October.

There is a currently proposed work session regarding the Urban Renewal District. This would be a joint meeting with the City Council possibly on November 25th. This will be a review and the first of several steps toward adoption early in 2025.

AUDIENCE PARTICIPATION

None

COMMISSION COMMENTS

None

ADJOURNMENT

There being no further business, Chair Rigel adjourned the Planning Commission meeting at 7:32 p.m.

ATTEST:

APPROVED:

Tina MacDonald, Recording Secretary

Ashley Rigel, Chair