

## **PLANNING COMMISSION WORKSHOP**

**Tuesday, March 11, 2014**

**10:00a.m.**

### **CONVENED:**

The meeting was called to order by Chair Mead at 10:00 a.m.

### **PRESENT**

Chair Jo Anne Mead

Commissioner Don Collins

Commissioner Evan Goeglein

Commissioner Don Daugherty

Commissioner Bill Jones

Bonnie Honea, City Planner

John Krawczyk, City Engineer/Public Works Director

Kailin Honea, staff

### **Absent**

Commissioner John Schaeffer

Commissioner Shirley O'Gara

Council Liaison Mark Poling

### **OLD BUSINESS**

#### **Item 1 Site Plan Review Process**

City Planner Bonnie Honea explained to the Planning Commissioners that yes it is necessary to have a site plan for a new business. A business that is being taken over by the same type of business does not need a site plan, but just a business license.

#### **Item 2 Foothill Common Areas**

City Planner Bonnie Honea explained that Foothill Estates had now placed a monument at the entrance and is continuing to work on the playground layout.

## **OTHER BUSINESS**

### **Sign Ordinance**

City Planner Bonnie Honea referred to the LED sign on the corner of Pine St. and E Main St. There is a lot of concern over the distraction the sign creates for the drivers through the four- way intersection. Commissioner Goeglein questioned if a business gets a business license, but then started advertising for other businesses does he then have to get another business for that? Bonnie Honea replied with yes they do. John Krawczyk City Engineer stated that we should even check to make sure that the advertisements of the board even have business licenses. Commissioner Don Daughter also stated that those businesses are on the LED sign and are paying \$300.00 a month. This was sent back to the sign committee.

## **STAFF COMMENTS AND UPDATES**

The City Planner Bonnie Honea updated the Planning Commission on the conversion plan for 230 Wards Creek Road is done and approved. For the 5432 & 5350 N River Road property line adjustment application, we are currently waiting for them to come to city hall for further permits and approvals. Bonnie announced that Eric Artner is an applicant for a remodel of an apartment at 122 E. Main Street. They have their business license and now the City is waiting for them to pay for their permits. Commissioner Bill Jones asked for an update on the little pantry and what is going to happen. City Engineer John Krawczyk stated that we have not heard from them.

John Krawczyk explained how his projects are coming:

1. Street Improvements Projects. I met with our pavement management consultant for a more thorough evaluation of some of our priority streets. Several adjustments were made to the scope of work. Placer Street will replace Nugget Drive on the project list because it is more severely deteriorated. The first round of projects should go out to bid in March. Depending on weather, construction will start in late spring or early summer. The \$50,000 SCA (Small Cities Allotment) grant will be combined with the Pine Street improvement work.
2. Water System Master Plan. Civil West Engineering Services, Inc. continues working on the update to our Water System Master Plan.
3. Tennis Court Rehabilitation Project. The construction project will be bid this spring.

Miscellaneous:

1. I am in the process of getting quotes for a sand spreader.
2. We have been working with Rogue Valley Sewer Services crews cleaning and TV inspecting our sanitary sewers. Roots, grease and gravel have been encountered. This will be an ongoing maintenance project.
3. ODOT has installed the bird spikes above the sidewalks under the I-5 overpass.

4. ODOT will be working on I-5 from Evans Creek to Rock Point this summer, including the ramps in Rogue River. Work will include paving, grading, drainage, pavement marking, guardrail, signing, and bridge repairs.
5. Attended the MRMPO/TAC meeting where we ranked “regional” transportation projects to be funded over the next five years.

***Next Planning Commission Meeting Tuesday, March 25 at 10:00am.***

**ADJOURN**

There being no further business to come before the Planning Commission the meeting was adjourned at 10:54 a.m.

**ATTEST:**

---

Chair Jo Anne Mead