

TUESDAY, October 23, 2018

CITY HALL COUNCIL CHAMBERS

CITY OF ROGUE RIVER, JACKSON COUNTY, OREGON

CALL TO ORDER The Planning Commission meeting was called to order by Chair Dean Stirm at 6:00 p.m.

PLEDGE OF ALLEGIANCE Planning Chair Dean Stirm led the planning commission in the pledge of allegiance.

QUORUM **COMMISSION MEMBERS PRESENT:**
Chairman Dean Stirm
Vice-Chair Rick Kempa
Commissioner Don Collins
Commissioner Carolyn Riley
Alternate Commissioner Barb Hilty

COMMISSION MEMBERS ABSENT:

ALSO PRESENT:
Mark Reagles, City Administrator
Bonnie Honea, Finance Officer
Michael Bollweg, Public Works Director
Kailin Honea, Accounting & Administrative Assistant

A quorum was present and due notice had been published.

MINUTES FOR APPROVAL September 25, 2018 Meeting
Commissioner Kempa motioned to approve the minutes from September 25, 2018 as presented. Commissioner Collins seconded the motion. All were in favor, motion carried.

NEW BUSINESS:

AGENDA ITEM 1 **Continued Public Hearing:** CUP 2018-04 Conditional Use Permit to establish an on-line Public School. The building will serve as a central office and classroom lab area where students will have the option to attend in person and receive additional support. Most of the students enrolled at this new school will work remotely most of the time. The property is described as Township.36 South., Range.4 West., Section 22BA. Tax Lot 1000, located at 518 East Main Street, Rogue River, Oregon. Applicant: Rogue River School District

Chair Dean Stirm declared the public hearing open at 6:03 p.m. He read the following information into the record which is a permanent part of the land use file.

Chair Stirm stated that the hearing is being conducted as a Quasi-Judicial hearing. Oregon land use law requires that several things be read into the record at the beginning of every public hearing and proceeded to do so.

Chair Stirm asked the members of the Planning Commission if they wished to abstain or declare ex-parte contact, have any conflicts of interest, bias, or ex-parte contact. No abstentions were heard.

Chair Stirm asked the audience if there was anyone who wished to challenge any of the Commissioner's qualifications to participate in the public hearing. No challenges were heard.

Assistant Planner Bonnie Honea presented the Staff Report into the record which would be a permanent part of the land use file for T36S, R4W, Section 22 BA, Tax Lot 1000 located at 518 E. Main Street, Suite B. Bonnie Honea then asked if the commission had any questions regarding the staff report.

Commissioner Collins asked if there are handicap assessable bathrooms in the proposed location.

Administrator Realgles stated that there are.

Kailin Honea Accounting & Administrative Assistant questioned if Schools have to get a business license.

Administrator Realgles replied that schools are exempt.

Chair Stirm asked for clarification on what a screened trash receptacle and where it would be located?

Bonnie Honea the screened trash receptacle will be behind the business and will not be able to be seen by the public.

No more questions were asked of staff.

Chair Stirm asked for the applicant Don Sweeney (Rogue River School District Representative) if he would like to make any statements regarding the application.

Commissioner Hilty asked if the building official had been on site prior to this meeting and approved the use.

Don Sweeny stated that the building official has approved the proposed use.

Administrator Realgles suggested that Sweeny get in touch with the Rogue River Fire Marshall for a site visit for the new use of the location.

There were no further questions of the applicant.

Chair Stirm asked for any proponents that wish to testify in favor of the application?
No one spoke in favor of the application.

Chair Stirm asked for any opponents that wish to testify against the application?
No one spoke against the application.

Chair Stirm asked the applicant if they have any rebuttals at this time. The applicant had nothing more to say.

Chair Stirm asked if the planning commission had any further questions of the applicant, the public or the staff.

Commissioner Hilty clarified that the agenda needs to be changed to state the location as 518 E. Main Street and not 510 E. Main Street under new business.

There were no further questions for the applicant, the public or the staff.

Commissioner Collins motioned to close the public hearing. Commissioner Kempa seconded. The public hearing was closed at 6:20 P.M.

Chair Stirm stated that NO MORE INPUT is to be allowed unless the planning commission re-opens the public hearing.

Chair Stirm asked for the pleasure of the commission.

COMMISSIONER HILTY MOTIONED to conditionally approve File CUP 2018-04, a Conditional Use Permit for the Rogue River School to establish an on-line public school with the following conditions. 1) The applicant shall submit application to the Sign Review Board for approval before installing new signs. 2) Outdoor storage of materials shall not be permitted. 3) A screened trash receptacle shall be provided. 4) The Facility and proposed operations shall be reviewed and approved by the Rogue River Fire Marshall. COMMISSIONER KEMPA SECONDED the motion. All were in favor. Motion carried.

File CUP 2018-04 was conditionally approved by the Planning Commission of the City of Rogue River on October 23, 2018.

Agenda Item 2 **Request:** Request for a one (1) year extension on CUP 2017-02 Conditional Use Permit located at 210 E. Main Street.

Chair Stirm asked for the applicant Craig Berry to present his request to the commission.

Craig Berry informed the commission that he is being held up by the (OHA) Oregon Health Authority and the time for approval from them is out of his control.

Administrator Reagles reminded the Commission that they have the ability through the code to grant a CUP a (1) one year extension and the applicant has the ability to request one. In the past the commission has only given applicant a (6) six month extension and asked the applicant to come back for the additional (6) six months if needed.

COMMISSIONER HILTY MOTIONED to approve the request for a (1) one year extension for File CUP 2017-02.COMMISSIONER COLLINS SECONDED the motion. All were in favor. Motion Carried.

File CUP 2017-02 request for a (1) one year extension was approved by the Planning Commission of the City of Rogue River on October 23, 2018

OLD BUSINESS:

Administrator Reagles notified the Commission that A & J Specialties LLC @ 102 E. Main Street has resubmitted their letter of intent. The Commission requested of them at the Planning Commission Workshop on October 9, 2018. The letter of intent will be reviewed by the Commission at the next workshop on November 13, 2018.

OTHER BUSINESS:

Administrator Reagles asked the commission for their interpretation of the Commercial Code 17.30.030 (E) and what “conjunction” means. Feedback was given and Reagles reported what Dick Converse (City Planner) interpretation was.

The next workshop will be on November 13, 2018 at 10:00 AM.

ADJOURN

There being no further business to come before the Planning Commission and upon motion duly made (KEMPA-), seconded (Hilty) and carried, the meeting adjourned at 6:47 p.m.

ATTEST:

Kailin A. Honea
Accounting Clerk and Administrative Assistant