

The City of Lakeside Planning Commission Committee held a meeting in City Hall, at 6:00 PM on June 1st, 2023.

The meeting was recorded. It was presented on line with the Zoom system and available to callers.

CALL TO ORDER: 6:02pm by Mark Crouch, Planning Commission Chair

PLEDGE OF ALLEGIANCE:

ROLE CALL:

Commissioners present: Lanelle Comstock, Mark Crouch, Karl Granzow, Randy Thomas

Commissioners absent: Mary Gray

Staff: Rob Ward

APPROVAL OF MINUTES:

The minutes of 5/4/2023 had been distributed to the Commissioners prior to the meeting. None of the Commissioners had error corrections or amendments to recommend. Commissioner Crouch made a motion that the minutes be approved as written; seconded by Commissioner Thomas. Approved by unanimous vote.

NEW BUSINESS:

None

OLD BUSINESS:

1. Workshop: Code draft of proposed standards for street ingress/egress

In its discussion of a draft of ingress/egress standards on 5/4/2023, the Commission had reached consensus on all draft content except for the magnitude of spacing between approaches and intersections; between approaches; and what party should have the authority to approve closer inter-approach spacing to provide on-street parking.

At its meeting of 5/4/2023, the Commission had requested that staff obtain the spacing standards for approaches and insert them into the draft for consideration. Staff reported to the Commission that the Coos County standards for new roads and driveways did not include such spacing standards. Staff also observed to the Commission that the spacing recommendations from the Model Code could be problematic with respect to lot standards for Lakeside. The Model Code recommended approach-intersection separation of 100 feet for arterial streets and 50 feet for collector streets; and minimum approach spacing of 150 feet for arterials and 50 feet for collectors. The minimum lot width in Lakeside is only 60 feet, and there are many nonconforming lots with a width of only 50 feet. This makes the Model Code's recommendations for separation, particularly on arterials, impractical for non-corner lots. The Commissioners discussed the issue without reaching

a consensus, and requested that staff collect a sampling of approach spacing standards from neighboring cities prior to bringing the draft back for consideration.

2. Workshop: Code drafts of proposed standards for temporary land uses

Commissioner Crouch began the discussion of the draft with a synopsis of the history of its origins and earlier consideration by the Commission.

The Commission reached a consensus that an appropriate timeframe for a transient business to become permanent was 45 days without changing location.

In considering the Model Code's recommendation that special events occur only once annually and for not longer than 30-60 days, the Commission achieved a consensus that this should be replaced with language that imposed no frequency limits, and limited duration only as a cumulative number of days per year. This would encompass events that repeat, such as a weekly farmer's market throughout the warmer months. The Commissioners wished to revisit the question of whether special events should be restricted to particular zones; and asked staff to seek confirmation from the City Manager that a requirement that complete event permit applications be processed within 30 days of receipt was a reasonable standard.

The Commissioners elected to consider for future workshops in which zones special events should be allowed.

In considering the draft section for temporary buildings, trailers, kiosks, mobile food units and other structures, the Commissioners reached a consensus for the following: Approval of applications to be by the city administrator or designee, with any appeals being to the City Council.

Allowed siting location changed from "zones where eating and drinking establishments are allowed" to "zones where the temporary building or use are allowed".

Removal of requirement that a single allowed unattached sign be "sandwich board type".
Allow sale or consumption of alcohol only when approved as part of a special event permit.

Placement duration of temporary structures to be set by the City administrator, with a maximum of 3 consecutive months or a total of 6 months per calendar year.

Removing the phrase "generated by the temporary use" from the section requiring removal of litter around a temporary use.

Allowing the Fire Department to opt to indicate that an inspection is not required for a temporary use that involves flammable materials or fuels.

There was not a consensus among Commissioners as to whether siting requirements should include a paved surface, or whether gravel should be acceptable. A request was made for staff to seek comparative requirements from other comparable jurisdictions.

A consensus was not achieved regarding the use of internal combustion generators at the site of a temporary structure or use.

ITEMS NOT ON THE AGENDA:

Commissioner Thomas stated that he had been asked to serve as a liason between the Planning Commission and the Lakeside Business Owners Association. The Commissioners were in agreement with this.

PUBLIC COMMENTS:

None

ADJOURNMENT: 9:15 pm

NEXT PLANNING COMMISSION MEETING: July 6th, 2023 at 6:00 PM

SUPPORTING DOCUMENTS

All documents used in discussions and decisions can be viewed on Lakeside City Web Site, www.cityoflakeside.org. Look at the details of the meeting date. Oregon Freedom of Information and Public Meeting Law information can be viewed on the Open Oregon Web Site, www.open-oregon.com and by reference to ORS 192.610 through ORS 192.690

The Above meeting was open to the public. The Lakeside City Hall is handicapped-accessible. Lakeside is an Affirmative Action/Equal Opportunity Employer and complies with Section 504of the Rehabilitation Act of 1973. All City Council Meetings are digitally recorded, available for viewing at City website: www.cityoflakeside.org and recordings are available on a flash drive for \$30.00.