



**PLANNING COMMISSION
REGULAR MEETING MINUTES
-HELD VIA ZOOM-
March 22, 2022**

Study Session and Regular Commission meetings are digitally recorded and will be available on the City Website: www.cityoftalent.org

REGULAR MEETING – 6:30 PM

Anyone wishing to speak on an agenda item should complete a Public Comment Form and give it to the Minute Taker. Public Comment Forms are located at the entrance to the meeting place. Anyone commenting on a subject not on the agenda will be called upon during the “Citizens Heard on Non-agenda Items” section of the agenda. Comments pertaining to specific agenda items will be taken at the time the matter is discussed by the Planning Commission.

I. Call to Order/Roll Call at 7:06 PM

Members Present:	Members Absent:
Chair Hazel Commissioner Davis Commissioner D’Amato Commissioner Shapiro	Commissioner Bucolo
Also Present:	
David Pastizzo, City Councilor / Ex Officio Kristen Maze, Community Development Director (CDD) Josh Gross, Interviewee for Planning Commissioner opening	

II. Brief Announcements by Staff

No announcements.

III. Consideration of Minutes

December 28, 2021; January 25, 2022

Motion (01:15:35): Commissioner Davis: “I move that we approve the minutes for the December 28, 2021 meeting.” Chair Hazel seconds the motion. No vote because only two members in current body were present at the meeting.

Motion (01:16:25): Commissioner D’Amato: “I move that we approve the minutes for January 25, 2022 as amended.” Commissioner Davis seconds the motion. Commissioner Hazel, Davis and D’Amato vote yes. Motion carries.

IV. Interview with Josh Gross for Planning Commissioner opening - Commissioners interview Josh Gross.

Motion (01:26:41): Commissioner Davis: “I move that we recommend appointment of Josh Gross to the Planning Commission.” Commissioner Shapiro seconds the motion. No discussion. All ayes, motion carries.

V. Public Comments on Non-Agenda Items
None

VI. Public Hearings

Public Hearing (Quasi-Judicial)

Continued Public Hearing (Quasi-Judicial) - The purpose of the public hearing is for the consideration of a Conditional Use Permit to operate a coffee roasting facility, located in a warehouse at 618 S. Pacific Hwy and legally described as Township 38 South, Range 1 West, Section 25B, Tax Lot 2800 and 2804. File CUP 2022-001. Decisions are based on the approval criteria found in Talent Municipal Code Ch. 18.155 and 18.60. Owner: International Enterprises; Applicant: Cody Gordon and Kristina Dolgin.

Chair read the opening statement

Staff Report

- The Site Development Review for this address has already been approved. There were some public concerns regarding potential odors. Staff explains applicant is under threshold for DEQ permitting. Roasting hours will be limited and DEQ can inspect and monitor if complaint is made. Have met most of the criteria and rest have been conditioned in proposed final order. Roasting to take place indoors with ventilation system. Staff is recommending approval of the project.

Public Hearing Opened

- Commissioner Davis refers to applicant's findings. Question: if business is run 5 days a week, would total amount of coffee roasted reach DEQ threshold? Are there health issues for workers or community? Applicant Cody Gordon responds that they would not reach the threshold in 5 days of roasting. Mr. Gordon also addresses health issues: some health concerns for employees, dust mask is recommended but indoor air quality is not an issue if proper ventilation is provided. Roasting does produce smoke but using DEQ calculator, emissions do not come close to the Medford-Ashland Air Quality Maintenance Area threshold of concern.
- Commissioner Davis asks about the co-roasting proposal. Applicant states the equipment is expensive and co-roasting would allow small operations to access roasting equipment. Also states that as business grows, they will invest in more comprehensive mitigation equipment.

Public Hearing Closed

Motion (01:48:30): Commissioner D'Amato: "I move that the proposed Conditional Use Permit, file CUP 2022-001, be approved by Community Development Staff with conditions met." Commissioner Davis seconds the motion. No discussion. All ayes, motion carries.

Public Hearing (Quasi-Judicial)

The purpose of the public hearing is consideration of a 9-lot subdivision and cluster housing development on properties zoned Residential High Density and described as Township 38 North, Range 1 West, Section 26AB, Tax Lot 1005 & 1021, located at 202 – 208 Gangnes Drive. Decisions are based on the approval criteria found in Zoning Ordinance 18.97, 18.190 and 18.140 and Subdivision Ordinance 17.10. File: SUB 2022-002. Applicant: SOS Plumbing, INC

Chair read the opening statement

Staff Report

- Proposal is for subdivision of 9 lots with 8 residences, all single family. Type III for subdivision and Type II for cluster development. Applicant has conducted neighborhood meeting, most in support, concerns about parking capacity in the area. Walkways and private recreation space is provided. Landscape requirement will be met prior to C of O. Applicant has met criteria with conditions as placed in the proposed final order.

Questions for Staff - None

Public Hearing Opened

- Zac Moody, Pacific Geographic Consultants. Committee member Davis asks Mr. Moody if units will be for sale. Mr. Moody responds they would be rental units initially. The subdivision is being proposed to enable sale of the units in the future.
- Commissioner D'Amato: is there any expectation of affordability? Staff responds that the intention behind the cluster development is affordability, however, nothing requires them to be affordable. Mr. Moody provides clarification with respect to the lot size—lot size is 1700 SF, not housing footprint. Homes are approximately 700 SF each.
- Mr. Moody provides further clarification on the design and layout of the development. Eight off-street parking spaces will be provided. Staff: Gangnes is only partially improved and there are no plans in place for full improvements. Commissioners, staff and applicant discuss the nature of deferred improvement agreements.
- Derek Volkart, Jackson County resident, asks about prior cluster development proposal--how did staff handle request for relief from requirement to meet Old Town Design criteria? Staff responds that current project is not in the Old Town Design District.

Public Hearing Closed

Motion (02:27:39): Commissioner Davis: "I move to approve the Type 3 Subdivision 2002-002 and Type 2 Site Plan Review based on the Final Order and Conditions of Approval." Commissioner D'Amato seconds the motion. No discussion. All ayes, motion carries.

Public Hearing (Legislative)

The purpose of the public hearing is Consideration of a Talent Municipal Code text amendment to Chapter 2.20 - Planning Commission to remove quorum definition from municipal code. Quorum would be defined by the Planning Commission's bylaws and stipulate that City Council can act in the stead of the Planning Commission in the event that the Planning Commission is unable to discharge its responsibilities. Decisions are based on the approval criteria found in Zoning Ordinance 18.190. File: DCA 2022-001. Applicant: City of Talent

Chair read the opening statement

Ex parte communication - None

Staff Report

- This is to remove quorum definition from the municipal code and allow the Council to act as Planning Commission if Planning Commission is unable to meet. The quorum criteria would be placed into the bylaws instead of the municipal code. This will address the issue of not having a full body of Commissioners and finding difficulty meeting quorum.

Questions for Staff

- Commissioner D’Amato asks how it would work if a quorum is not met. Staff responds if there is potential for majority vote, a quorum will be met. Need at least three Commissioners to have a potential majority vote, so the minimum number to meet quorum would be three.
- Commissioner D’Amato asks if there is some history behind the requirement of four for a quorum. Staff responds that it has changed back and forth between having and not having this requirement in the past.
- Chair Hazel: what would it take to bring this to the City Council? Just missing one meeting? Staff responds that the meetings would still be postponed as they are now. It would only be brought to the City Council if we were to come up against the 120-day timeframe required by the City to issue a decision.

Public Hearing Opened

- Zac Moody comments that City Council acts as an appeal body for the Planning Commission’s decisions. If a project is first heard by Council, how would applicants then appeal? Staff: we would probably need to have the Hearings Officer hear the appeal.

Public Hearing Closed

Motion (02:48:53): Commissioner Shapiro: “I move that the proposed amendments to the Talent Municipal Code Title 2 are consistent with the applicable criteria in the City of Talent Comprehensive Plan, Talent Municipal Code (TMC), Oregon Revised Statutes and Oregon Administrative Rules for reasons cited earlier in the staff report. The Planning Commission recommendation includes the following revisions to the Title 2 draft as per the proposed ordinance.” Commissioner D’Amato seconds the motion.

Discussion: Commissioners and staff discuss the fact that there is no language in the amendments to include how appeals would be addressed if Council acts as the initial decision-making body. Commissioner Davis would like to see the draft amendments vetted by the City Attorney.

Chair Hazel calls for a motion to extend the meeting.

Motion (3:01:30): Commissioner D’Amato: “I move to extend the meeting by 15 minutes” Commissioner Shapiro seconds the motion. All ayes, motion carries.

Discussion continues. Commissioner Davis would like to see the bylaws tightened before making a vote. Ex Officio Pastizzo suggests Commissioners vote on the proposed motion, and Chair Hazel calls for a vote.

(03:06:00) Vote (see motion at 02:48:53): Chair Hazel and commissioners D’Amato and Shapiro vote yes. Commissioner Davis votes no. Motion carries.

VII. Discussion Items – Commissioner D’Amato: any discussion about meeting in person? Staff: We will check. Commissioner Davis says he would prefer a hybrid model. Chair Hazel agrees with Commissioner Davis.

VIII. Subcommittee Reports – None

IX. Propositions and Remarks from the Commission

X. Representatives of the Council
None

XI. Adjournment at 9:03 PM

Respectfully submitted by:



Kim Trimiew, Planning Technician

Attest:



Anna D'Amato, Planning Commission Vice Chair

Note: These Minutes and the entire agenda packet, including staff reports, referenced documents, resolutions and ordinances are posted on the City of Talent website (www.cityoftalent.org) in advance of each meeting. The Minutes are not a verbatim record: the narrative has been condensed and paraphrased to reflect the discussions and decisions made.

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