



Coburg Planning Commission  
November 15, 2023 at 6:00 p.m.  
Coburg City Hall  
91136 N. Willamette St.  
Hybrid Meeting

**COMMISSIONERS PRESENT:** Chair Jim Bell, Seth Clark, John Marshall and Jonathan Derby

**ABSENT:** Vice Chair William Wood, Jerry Behney, and Marissa Doyle

**STAFF PRESENT:** Megan Winner, Planner

## **1. CALL MEETING TO ORDER**

Chair Jim Bell opened the Planning Commission Meeting at 6:00 p.m.

## **2. ROLL CALL**

Ms. Winner called roll. A quorum was present.

## **3. AGENDA REVIEW**

There were no adjustments made to the Agenda.

## **4. APPROVAL OF MINUTES - September 26, 2023**

**MOTION:** Commissioner Clark moved, seconded by Commissioner Derby to approve the September 26, 2023 Planning Commission Meeting minutes as presented.

*Motion passed — 4:0.*

## 5. PUBLIC TESTIMONY

There were no requests to provide public testimony.

## 6. COMMISSION BUSINESS

- Election of Chair & Vice Chair

**MOTION:** Commissioner Marshall moved, seconded by Commissioner Clark to elect Jim Bell as Chair of the Coburg Planning Commission for another year.

*Motion passed — 4:0.*

**MOTION:** Commissioner Derby moved, seconded by Commissioner Marshall to elect Commissioner Seth Clark as Vice Chair of the Coburg Planning Commission.

*Motion passed — 4:0.*

- **Planning Commission Representation on Ad-Hoc Transportation Safety Committee**

Ms. Winner explained this committee was recently formed and approved by the City Council. The duration of the committee is expected to last six-months and responsibilities are within a well-developed scope of work, with tasks centered around transportation safety issues, such as the placement of pedestrian crosswalks along Willamette Street and Pearl Street, intersection safety features causing concern and potential speed limit reductions.

**MOTION:** Commissioner Clark moved, seconded by Commissioner Bell to recommend appointment of Commissioner John Marshall as the Coburg Planning Commission Representative for the Ad-Hoc Transportation Safety Committee.

*Motion passed — 4:0.*

- **Original Art Mural Application Update**

The creation of this policy came with some difficulty due to legal concerns of the government restricting any type of art as a form of free speech and so some cities choose not to regulate it at all. Others choose to only regulate the portions that can be very objective.

The current Original Art Mural Policy:

- Applications are subject to a Type-1 Land Use procedure, meaning it is approved administratively by the City of Coburg's Planning Department staff.
- Approval is based on Colors, Size, Materials, Workmanship and Themes.
- The policy applies to both public and private properties, however proposals for murals on public property must also go through the Donation to Public Space Policy.
- The first City-approved application was from the Coburg Commons Community Center on the corner of Van Duyn Street and Willamette Street.

Chair Bell asked if they will have the mural featured by light at night or if there was a policy on that.

—M. Winner replied no, she was not aware of a policy on lighting for art features.

Commissioner Marshall inquired if there were any restrictions of the inscriptions upon the art piece.

—M. Winner answered that the City has a bit more discretion if it is on public property, but if on private property they have very little say. Through the legal services of Lane Council of Governments (LCOG) the current approved policy was reviewed, so anything that could be controversial, they make sure that the bases are covered for the City of Coburg.

## 7. CITY UPDATES

- **City Administrator Report | *Information Only***
- The City Administrator Report covers precise event details and data on department statistics for the Police, Municipal, Planning and Building and Public Works.
- Updates have been provided on City Technology, the Coburg Loop Path, Franchise Agreements and the League of Oregon Cities (LOC).
- Upcoming Events
- Priority Projects and Task Lists

- **ODOT Region 2 Service Reduction / *Information Only***

Megan Winner drew the attention of the Commission to a handout from Oregon Department of Transportation (ODOT) regarding the Region-2 Service Level Reductions. ODOT has stated they do not have the funds to cover all of the road maintenance within our enormous area, that is Region 2. Road maintenance in relation to snow plowing the right of way, repair of ruts, and a number of road maintenance that will not be done on lesser used routes. The 2025 Legislative Session is scheduled specifically for transportation funding. The gas tax is the State's primary transportation funding, so the State and other jurisdictions are looking for new streams of revenue to replace that. The City of Coburg is part of the federally designated Metropolitan Planning Organization (MPO), which means that Coburg has access to federal funds. The City was awarded the Small City Allotment (SCA) grant to improve the City, which is sufficient to pay for the road reconstruction and improvements of Harrison Street and Macy Street.

The City received the first building permit application for phase-two of the Coburg Creek Subdivision. The streets are completed and the pedestrian path connecting to Skinner Street is nearly complete. Home

development will begin within the next few months.

Commissioner Marshall interjected saying, the City of Coburg also has a gas tax that helps fund road maintenance, so as that fund decreases they would do well to also begin brainstorming ideas to generate funds to maintain or build streets without having to always rely upon grants.

Commissioner Clark asked if Coburg has a Transportation Utility Fee.

—M. Winner answered yes, it was implemented a few years ago.

*Upcoming Planning Commission Discussions:*

Development for the Commission's 2024 Work Plan and goals they wish to accomplish.

Looking at options for parking reform that are part of the Climate Friendly Equitable Community

Rulemaking and to then make a recommendation.

## **8. ADJOURNMENT**

Chair Bell adjourned the Planning Commission Regular Meeting at 6:23 p.m.

*(Minutes recorded by Trenay Ryan, Lane Council of Governments (LCOG))*

**APPROVED** by The Planning Commission of the City of Coburg on this

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Jim Bell, Commission Chair

**ATTEST:**

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Sammy L. Egbert, City Recorder