

**CITY OF ROSEBURG
PLANNING COMMISSION MINUTES
May 6, 2024**

CALL TO ORDER

Chair Yraguen called the joint meeting of the Roseburg Planning Commission and the Douglas County Planning Commission to order at 6:00 p.m. on Monday, May 6, 2024 in the City Hall Council Chambers.

City Chair Yraguen extended a special thank you to Douglas County for being willing to hold a joint Planning Commission meeting with the City of Roseburg.

ROLL CALL

Present for City Planning Commission: Chair Jaime Yraguen, Commissioners Matt Brady, Emily Brandt, Janelle James, Matthew Keller, Jarrett Nielsen, and Shelby Osborn.

City Staff Present: Community Development Director Stuart Cowie, Senior Planner Mark Moffett, Department Technician Chrissy Matthews, City Manager Nikki Messenger, Police Chief Gary Klopfenstein, Fire Chief Tyler Christopherson, Public Works Director Dawn Easley.

Others Present: City Attorney Jim Forrester.

Present for Douglas County Planning Commission: Chair Daniel Burke, Tim Allen, Jacob Gibbs, Andrew Owens, and Michael Widmer.

County Planning Commission members Dorena Guido and Brent Atkinson were not in attendance.

County Staff Present: County Planning Director Joshua Shaklee, Planning Manager Jeff Lehrbach, and Planning Tech III Carli Schofield.

AUDIENCE PARTICIPATION – None.

APPROVAL OF MINUTES – None.

PUBLIC HEARING –

City Chair Yraguen read the procedures for the Legislative Amendment and General Rules of Conduct as referenced in the Roseburg Municipal Code and opened the public hearing.

Legislative action does not require ex-parte contact to be disclosed; however, other conflicts of interest could include a substantial pecuniary interest, or a direct personal interest that may affect a decision maker's impartiality which are required to be disclosed.

City Commissioner Brandt recused herself because she currently works for i.e. Engineering and is assigned to future projects in the Charter Oaks area, if the UGB Swap received approval.

Cowie explained the Commissioners were given the agenda packets for both the Roseburg Planning Commission and the Douglas County Planning Commission. The City received 24 letters of support, one letter of concern, and two letters of support were received after the Planning Commission packet was sent out. During the Planning Commission hearing four new

letters were received in opposition to the proposal, and three new letters were submitted in support. Both City and County staff reports identify action items based on their jurisdiction and authority, as well as, staff recommendations.

Cowie provided a Power Point presentation on the following.

Objective – Provide housing opportunity and planning for growth – how people live and work in the future.

Purpose of UGB – Cities in Oregon are required to define a UGB boundary. Housing tracts, commercial shopping, and other kinds of urban development are not allowed to sprawl past that boundary, while agricultural lands, forested areas and open space outside a UGB are preserved. A map was shown of the city's UGB to show the urban growth that happened inside the boundary.

Project Overview – City was approached by John Atkinson and Barry Serafin about 7 years ago interested in removing their large properties from the UGB due to the severe limitations to develop to urban standards because of the steep topography. They are above the city's water service elevation and would be required to develop a water reservoir which would add substantial cost. Those large properties provided an opportunity to explore a UGB Swap to expand the UGB into the Charter Oaks area. Current and proposed zoning was discussed.

Why Charter Oaks – The area has been identified for urban expansion for the last 40 years and longer, and a timeline from 1947-2008 was explained.

The State requires an evaluation for all potential areas in which the expansion could go. The City has laid the ground work for this application for the past six years. A City Council goal was to develop and implement policies to enhance housing opportunities and one of those items was to pursue the UGB swap. A Housing Needs Analysis was completed and a key finding was to pursue opportunities like a UGB swap in order to find more suitable land, more readily available for development.

Code Criteria –

- Oregon Administrative Rule
- Oregon Statewide Planning Goals
- Roseburg Urban Area Comprehensive Plan
- Roseburg Municipal Code
- Douglas County Comprehensive Plan
- Douglas County Land Use Development Ordinance

Initially large farm forest lands were evaluated but staff realized those would not work. Thirteen subareas were evaluated and due to topography and limitations of installing utilities and roadways it was narrowed to 3 subareas (Wilbur, Roseburg East/Dixonville, and Charter Oaks).

Final criteria ranking of the three subareas study showed Charter Oaks subarea had the combined lowest score for the Prioritization Analysis and Statewide Planning Goal 14. Large portions of high value farm land was removed from the exchange area in order to meet the Administrative Rule. Approximately 290 acres would be removed and 229 acres would be added. 673 dwelling units removed and 673 dwelling units added - no increase to net dwelling units.

Roseburg 2019 HNA forecasts a demand of approximately 1,875 new single family detached and single family attached units between 2019-2039. Assuming that all or a portion of the Exchange Area develops over the course of the next twenty years, the available density makes up only about 36% of the forecasted demand.

If the UGB Swap is approved, Troost Street right-of-way would be annexed from the city limits to the end of the proposed UGB. When the sewer main is installed for the area, properties adjacent to the right-of-way could annex and develop their property into the city and connect to the sewer system.

Resulting Actions -

- UGB Amendment
- De-Annexation & Annexation
- Comprehensive Plan Map Amendment & Zone Change Procedure
- Roseburg & Douglas County UGMA Amendment

Cowie read the action items for each Commission they are responsible for, which is identified in each staff report.

The County Planning Commission makes a recommendation to the Board of Commissioners and the City Planning Commission makes a recommendation to City Council.

Notices were provided to properties that may be effected differently. Notice was provided to property owners within 350' of the Serafin and Atkinson properties making them aware those properties would no longer be inside the UGB or city limits. The following different types of notices were provided: Notice to the Charter Oaks property owners currently in the UGB and the property owners within the proposed UGB, making them aware they could annex into the city limits, and to properties outside the UGB making them aware how their properties could be effected.

Multiple open houses were held in 2018, 2019 and 2024, a webpage was created on the City of Roseburg's website with all of the information, as well as, updated the City Planning Commission and City Council along the way.

Housing opportunities are impactful for more than twenty years, and impacting future generations far past 20 years. The UGB Swap can have a significant impact on housing that is absolutely necessary for the City of Roseburg.

Several letters of support were received from businesses regarding the difficulty in hiring employees due to the housing shortage and the dire need for housing. Residents of Charter Oaks expressed concerns regarding access (one way in and one way out), safety of the current constructed roadway, fire concern and the details of how the area will development. Evaluation of the area will occur as development happens.

The County and City Transportation System Plans identified secondary access points that are feasible which are a north and south connection to Melrose Road and a bridge across the river to connect to Harvard Avenue. Both access points would need further analysis to determine funding and justification of when those accesses are needed.

Safety of Troost Street is important. Annexing the right-of-way, and with the development of properties, improvements will occur to the roadway.

Jim Baird, General Manager of Roseburg Urban Sanitary Authority (RUSA), provided history on how RUSA was established. RUSA's service area is defined by the UGB. In 1967 the City paid for a study and sewer was identified in studies done in 1975 & 1977 as well. The study done in 1985 identified the most economical way was to upgrade the city's treatment plant; however, the number one selection was at the end of Troost but was not economically feasible at that time. RUSA hired i.e. Engineering to draft a design of a preliminary layout of the Loma Vista lift station and discussed the layout, as well as funding options. The study was done for feasibility.

City Commissioner Nielsen inquired about the timeline for sewer infrastructure.

Baird stated if easements could be obtained for the gravity sewer, the infrastructure for the pump station is approximately two - three years from completion.

Tyler Christopherson, Roseburg Fire Chief, addressed comments and concerns raised at the last open house regarding the fire at Felt Field, summer of 2023 and how fire response could potentially change if the properties are annexed into the city. Felt Field is not in the Roseburg Fire Department's district so they did not respond nor were they asked to respond since it is Douglas County Fire District 2 (DCFD) jurisdiction. Water supply was a significant issue in the area as the hydrant system could not keep up and water had to be trucked in which caused a significant delay.

Fire response would change for properties annexed into the city limits since there are three fire stations able to respond in a short amount of time, quicker than the Melrose Fire Station was able to respond to Felt Field. On a fully staffed day there are 12 firefighters and three Engines available to respond on scene in less than 6 minutes. Water supply would be built up when development occurs and fire flow calculation will be based on the development. Each fire department is rated on an Insurance Services Office (ISO) fire score, which determines how well the fire department can protect the community and home. 38,000 fire departments across the nation are rated on a 1-10 scale. One being best and 10 least protective, Roseburg Fire Department is rated a Class 2, and DCFD is a Class 3. Property owners may be able to have their insurance rates adjusted based on a Class 2 rating.

Kelly Sandow, Sandow Engineering, conducted a Traffic Impact Study for the UGB Swap. A Power Point presentation was provided on the following: Traffic analysis process, development specific analysis, and what improvements are needed (intersection improvements to meet standards, safety and alignment.) The City purchased property to accommodate road improvements.

City Commissioner Nielsen asked if the storm water analysis was part of the study.

Sandow stated a storm water analysis is not part of the study but would occur during the City's review when an application for development is submitted for review.

City Chair Yraguen asked how soon Troost Street would be developed if the UGB Swap is approved.

Cowie stated the initial study was for feasibility and recommendations. If a subdivision application was submitted, depending on the scale and scope, an additional traffic impact study would be required which could identify required improvements.

City Chair Yraguen asked for more information regarding design of the secondary access that would connect to Melrose Road.

Cowie stated the County and City Comprehensive Plans identify the Melrose connection as feasible but no design has occurred.

County Commissioner Allen asked if the design of the road improvements and sewer infrastructure development will take into consideration the impacts if a school were to be built in Charter Oaks in the future.

Cowie stated the purpose of the UGB Swap is to provide housing opportunity. There have been discussion with individuals wanting to develop their property as well as larger developers expressing interest. The City is researching to find state and federal funding to help accelerate the process, if possible. The Governor is pushing opportunity for funding to create housing opportunities and the City wants to be able to utilize the opportunities available.

Discussion ensued regarding future improvements.

City Commissioner Brady asked if the initial study identifies enough existing right-of-way for the recommended improvements to meet the initial needs without having to acquire additional property from private property owners.

Sadow stated there are a few undeveloped parcels that the right-of-way is a little narrow but it's generally the City's policy to require the property owner to dedicate a portion of the right-of-way.

City Commissioner James asked if the road improvements will be built to a standard to accommodate the anticipated growth even if a few developments are initially built.

Sadow stated the major collector street can handle the 673 units of development and even more.

Cowie stated staff recommended the City Planning Commission close the public hearing and request staff to prepare findings on behalf of the City Planning Commission recommending City Council approve land use actions listed in the staff report.

Jeff Lehrbach, Planning Manager for Douglas County Planning Department, stated City's staff report covered most items and summarized the County staff report stating there are several moving parts to the UGB Swap which include amendments of the following: Annexations, Zone Changes, Comp Plan Amendments, and Urban Growth Management Agreement which addresses applicable criteria from relevant portions of the City Municipal Code, Oregon Revised Statute and Oregon Administrative Rule and Statewide Planning - Goal 14 in particular. County staff encouraged the Douglas County Planning Commission, if the City Planning Commission were to recommend approval, to recommend approval including the following items.

1. Amend the UGB by removing the Serafin and Atkinson properties from the boundary and adding the Charter Oaks property to the UGB;
2. Amend the UGMA to reflect the stated changes and to include Charter Oaks in Subarea 2 of the agreement;
3. Amend the Comprehensive Plan and zoning designations for the Atkinson Property to a Rural Residential-5 (RR5) Plan designation and (5R) Rural Residential 5 zoning and the Serafin Property to a combination of Rural Residential-5 (RR5) Plan designation and (5R) Rural Residential 5 zoning, along with a portion designated as Farm Forest Transitional (FFT) with a (FF) Farm Forest zoning (See the attached maps.); and,

4. Apply County's (RS) Suburban Residential and (PR) Public/Semi-Public zoning to the Charter Oaks area (See the attached maps)

County Chair Burke commented the UGB Swap is part of the process. Since growth is development driven, a concern is to make sure and plan for the future so the roadway and infrastructure will sustain future growth.

Cowie stated as part of the City review process for development, we look at the capacity of the area and how are connections made.

County Chair Burke asked how long the City has been working on the UGB Swap process.

Cowie stated the City has been working on the UGB Swap for seven years. The City has looked at expanding into the Charter Oaks areas for 40 years.

City Commissioner Nielsen asked how the County is resolving the issue of overall reduction of exclusive farm use zones.

Cowie stated part of the analysis was to evaluate farm land and the historical farming use which identified no significant farming had occurred other than hay production. Currently only one property owner receives special farm assessment for tax purposes. The analysis showed the State's standards were met to move forward with the application.

Cowie stated the city submitted the application to DLCD and they gave a head nod to satisfy their qualification.

City Commissioner Nielsen asked if the City's municipal airport has the capacity to handle any aircraft if Felt Field were to shut down hours of operation due to complaints driven by new development in Charter Oaks. Expressed concern because Felt Field supports the local agriculture.

City Manager Nikki Messenger stated the Roseburg Municipal Airport has plenty capacity and several vacant hangars. The agricultural bi-planes seen this summer came from Roseburg Municipal Airport and not Felt Field. The airport fills up a little bit with fire apparatus during fire season; however, there is still vacancy at the south end.

County Commissioner Gibbs asked County staff if their recommendation of approval aligns with the conformance items listed in the County staff report in order to conform to the application requirements.

Lehrbach stated yes, each jurisdiction is responsible for the action items listed in both the City and County staff reports. The County's favorable recommendation, if the City Planning Commission were to recommend approval to their City Council aligns with the County's action items.

No further witnesses.

The public hearing took a break and reconvened at 7:41 p.m.

Parties in Opposition -

Donald Scheleen, 549 Cloake Street, Roseburg. Concerned with the one way in and one way out access during road and/or sewer construction.

Ann Scheleen, 549 Cloake Street, Roseburg. Concerned with the amount of land taken out of the city for the UGB Swap doesn't align with the Buildable Lands Inventory, discrepancy in the proposed low density zoning and the Housing Needs Analysis concluding there is a surplus of low density residential lands, and safety issues of one way in and one way out access.

Joe Meyer 943 Charter Oaks. Concerned with the affordable housing shortage and affordability of housing units is not part of the UGB Swap analysis. Also concerned that lack of a good secondary access is problematic and a bridge across the river from Harvard is needed.

Winslow Azpeitia, 1075 NW Broadway Street, Roseburg. Concerned with traffic safety and security with added traffic.

Gary Huhn, 969 NW Broadway Street, Roseburg. Concerned the data in the reports were collected prior to the COVID-19 pandemic, reports failed to capture seismic shifts in housing, economics, and traffic dynamics since the pandemic, wildlife habitat study was conducted prior to 1980 and lack of adequate involvement from the Charter Oaks residents in preparing the reports.

Gary Branch, 933 Charter Oaks, Roseburg. Concerned with added traffic and safety.

Neutral Parties -

Jerry Reeves, 14300 SW McKinley Dr., Sherwood, OR. Previous Roseburg resident stated he was part of the Serafin-Reeves annexation and thought everything would be ok. They were going to sign an irrevocable petition for improvement (LID). He is concerned that de-annexations in the current UGB Swap are a step back in providing housing.

Parties in Favor –

Ben Tatone, 201 Pegasus Lane, Roseburg, provided market status on houses in the city limits of Roseburg. Fifteen (15) single family vacant lots for sale and all topographically challenged. No shovel ready lots for sale. Only three (3) houses for sale 20 years old or newer under \$500,000, and only two (2) houses for sale 10 years old or newer under \$500,000. There are zero (0) active single family subdivision.

Brian Prawitz, 415 W Madrone Street, Roseburg, Executive Director for Umpqua Economic Development Partnership and former City Councilor stated from an economic development perspective the city is trailing behind other cities in Oregon when it comes to solving big issues like housing and encouraged the Commission to approve the UGB Swap.

Jered Cordon, 482 Winter Creek Lane, Roseburg, Superintendent of Roseburg Public Schools. Housing shortage is unequivocally the biggest obstacle for recruiting and maintaining talent in our community. He hires 50-60 people a year and 1/3 of those cannot find housing.

Bart Bruns, 145 Echo Canyon Lane, Roseburg, Physician, CEO of DICPA, and Chairman of Umpqua Health. On behalf of the health care industry it is extremely difficult to operate health care in recent years. Difficulty in hiring and retaining healthcare workers largely due to housing, schools and services.

Dave Larecy, 4075 Melqua Road, Roseburg, CEO of Convey & 7 Robotics. They are a local growing company and housing shortage is a major challenge in recruiting and maintaining employees.

Dominic Severson, 119 Matthew Lee Court, Roseburg, owns property included in the UGB Swap and looks forward to working with the City to help meet the need for housing.

Brennan Garrelts, 2370 NW Canterbury Street, Roseburg, Vice-President of Lone Rock Resources. Reiterated the need for housing and added the housing shortage not only effects private businesses but the risk extends to community protection as well. Douglas Forest Protection Association (DFPA) consistently struggles to recruit and fill their seasonal wildland fire fighter roster due to lack of housing.

Steve Loosley, 1940 NW Excello Dr., Roseburg. The decision before the Commission is very impactful. Discussed the City's budget as it relates to property tax revenue, labor cost increase and the lack of developable land and how that impacts the tax base and City's budget.

Kelly Guido, 957 Wilbur Road, Roseburg, owner of Umpqua Sand and Gravel. Reiterated the shortage of buildable land in Roseburg. He owns property in the Charter Oaks area and tried to farm 25 acres but was not successful due to no irrigation. The ground is not good for agriculture. It is now used for growing hay.

Vincent Gaeta, 1087 Tanglewood Lane, Roseburg, owner of Felt Field, stated he is in favor of growth. Concerned he wasn't contacted for his property to be considered in the UGB Swap, his air field getting shut down by neighbors as development grows, and getting trapped as an island.

Alex Palm – 809 SE Pine Street, Roseburg, principal of i.e. Engineering stated he gets calls every month from northwest developers and home builders wanting to come to Roseburg to develop and build housing, but Roseburg misses out on those opportunities because of the lack of developable land. The Roseburg Municipal Code dictates how development occurs, and conditions of approval for projects are put in place to help mitigate concerns.

Jody Tatone, 119 Birdy Lane, Roseburg, supports the UGB Swap in order to have affordable buildable land.

Chair Yraguen thanked everyone for attending.

Hearing no further questions City Chair Yraguen asked to entertain a motion to close the public hearing.

City Commissioner Brady moved to close the Public Hearing. The motion was seconded by City Commission Keller and approved with the following vote: City Chair Yraguen, and City Commissioners Brady, James, Keller, Nielsen and Osborn voted yes. County Chair Burke, and County Commissioners Allen, Gibbs, Owens, and Widmer voted yes. No one voted no.

City Chair Yraguen read the procedures on how the City and County would proceed independently to making their recommendations, and read the land use actions pertaining to the City Planning Commission.

County Chair Burke read the land use actions pertaining to the County Planning Commission.

With no questions or discussion, City Chair Yraguen asked for a motion.

City Commissioner James moved to request staff prepare Findings of Fact on behalf of the City Planning Commission referring the request to City Council and recommending City Council approve the following land use actions, as referenced in File No. CPA-23-002:

1. *Amend the UGB by removing the Serafin and Atkinson properties from the boundary and adding charter oaks property to the UGB.*
2. *De-annexation of the Serafin and Atkinson properties that lie in city limits.*
3. *Annexation of Troost St. right-of-way to the edge of the new UGB.*
4. *City Comprehensive Plan Amendment for the charter oaks property to include applying the city's Low Density residential (LDR) designation to the majority of the charter oaks property and applying the Public/Semi-Public (PSP) plan designation to the 17.5-acre property owned by the Roseburg public school district.*
5. *Amend the Urban Growth Management Agreement (UGMA) to reflect the UGB swap and to include charter oaks in subarea 2 of the agreement.*

The motion was seconded by City Commissioner Nielsen.

Discussion –

City Commissioner Nielsen commented he would like to ensure City staff has done their due diligence to protect the farm forest zone.

City Commissioner James asked about island annexation.

Cowie stated the UGB Swap is proposing to annex Troost Street right- of- way. Property owners adjacent to the right-of-way can annex and if more properties annex in the city and create an island for a property or properties, the City would evaluate those for annexing into the city limits.

City Chair Yraguen stated he found the UGB Swap application and staff report overwhelmingly thorough and a lot of thought and purpose in producing the documents. Extensive studies have been done dealing with impact. The UGB Swap should move forward for to assist with the need for essential housing.

City Chair Yraguen asked for a vote. The motion passed with the following vote: City Chair Yraguen, and City Commissioners Brady, James, Keller, Nielsen, and Osborn voted yes. No one voted no.

Cowie stated staff will prepare the Findings of Fact and the Planning Commission meeting is scheduled for May 20th at 7:00 p.m. to present the Findings of Fact to the Commission for review and adoption. City Commissioner Nielsen stated he would not be able to attend.

County Chair Burke asked for discussion. He expressed appreciation for the City and County working together. There were a lot of different items of discussion, and shared that the community expressing their voice does have an impact.

Lehrbach stated, based on the City Planning Commission's recommendation to forward their recommendation to City Council to approve the UGB Swap, the County encourages the co-adoption of the proposed UGB Swap with the County's action items identified in the record.

County Commissioner Gibbs moved to recommend the co-adoption of the UGB Swap with the four action items to the Douglas County Board of Commissioners, as referenced below.

1. *Amend the UGB by removing the Serafin and Atkinson properties from the boundary and adding the Charter Oaks property to the UGB;*
2. *Amend the UGMA to reflect the stated changes and to include Charter Oaks in Subarea 2 of the agreement;*

3. *Amend the Comprehensive Plan and zoning designations for the Atkinson Property to a Rural Residential-5 (RR5) Plan designation and (5R) Rural Residential 5 zoning and the Serafin Property to a combination of Rural Residential-5 (RR5) Plan designation and (5R) Rural Residential 5 zoning, along with a portion designated as Farm Forest Transitional (FFT) with a (FF) Farm Forest zoning (See the attached maps.); and,*
4. *Apply County's (RS) Suburban Residential and (PR) Public/Semi-Public zoning to the Charter Oaks area (See the attached maps)*

The motion was seconded by County Commissioner Allen and approved with the following vote: County Chair Burke, and County Commissioners Allen, Gibbs, Owens, and Widmer voted yes. No one voted no.

BUSINESS FROM STAFF – None

BUSINESS FROM COMMISSION – None

ADJOURNMENT - The meeting adjourned at 8:45 p.m. The next meeting is scheduled for May 20, 2024 at 7:00 p.m.

*Chrissy Matthews
Department Technician*

**CITY OF ROSEBURG
PLANNING COMMISSION MINUTES
May 20, 2024**

CALL TO ORDER

Chair Yraguen called the meeting of the Roseburg Planning Commission to order at 7:00 p.m. on Monday, May 20, 2024 in the City Hall Council Chambers.

ROLL CALL

Present: Chair Jaime Yraguen, Commissioners Matt Brady, Janelle James, and Shelby Osborn.

Absent: Commissioners Emily Brandt, Jarrett Nielsen, and Matthew Keller.

Others present: Community Development Director Stuart Cowie, Senior Planner Mark Moffett and Department Technician Chrissy Matthews.

APPROVAL OF MINUTES

Commissioner James moved to approve the February 5, 2024 minutes as submitted. The motion was seconded by Commissioner Osborn and approved with the following vote: Chair Yraguen, and Commissioners Brady, James, and Osborn voted yes. No one voted no.

Commissioner Brady moved to approve the May 6, 2024 minutes as submitted. The motion was seconded by Commissioner James and approved with the following vote: Chair Yraguen, and Commissioners Brady, James, and Osborn voted yes. No one voted no.

AUDIENCE PARTICIPATION – none.

PUBLIC HEARING – none.

ADOPTION OF FINDINGS –

Chair Yraguen stated the joint public hearing between the Roseburg Planning Commission and the Douglas County Planning Commission for the Legislative Amendment; Roseburg File No. CPA-23-002 (Urban Growth Boundary Swap) was closed during the May 6, 2024 hearing. The City Planning Commission made a motion requesting staff prepare Findings of Fact on behalf of the City Planning Commission referring the request to City Council and recommending City Council approve the land use actions referenced in File No. CPA-23-002.

No ex parte contact or conflict of interest was declared by the Commissioners.

Cowie stated staff prepared the Findings of Fact and Order with the five action items referenced in File No. CPA-23-002 recommending City Council approve the land use actions referenced in File No. CPA-23-002. He briefly highlighted the findings of fact.

Staff recommended the Planning Commission adopt the Findings of Fact and Order.

Chair Yraguen asked if anyone contacted staff regarding their concerns after the May 6th public hearing.

Cowie stated no one had contacted staff. One email was received on May 20, 2024 with concerns; however, the public hearing closed on May 6th. Staff will reach out to the individual and advise them how they can voice their concerns at the public hearing before the City Council and the County Board of Commissioner's meetings.

There were no further questions or discussion.

Commissioner Brady moved to adopt the Findings of Fact and Order document as presented referring the request to City Council recommending City Council approve the following land use actions, as referenced in File No CPA-23-002.

1. *Amend the UGB by removing the Serafin and Atkinson properties from the boundary and adding Charter Oaks property to the UGB.*
2. *De-annexation of the Serafin and Atkinson properties that lie in city limits.*
3. *Annexation of Troost St. right-of-way to the edge of the new UGB.*
4. *City Comprehensive Plan Amendment for the Charter Oaks property to include applying the city's Low Density Residential (LDR) designation to the majority of the Charter Oaks property and applying the Public/Semi-Public (PSP) plan designation to the 17.5-acre property owned by the Roseburg Public School District.*
5. *Amend the Urban Growth Management Agreement (UGMA) to reflect the UGB swap and to include Charter Oaks in subarea 2 of the agreement.*

The motion was seconded by Commissioner Osborn and approved with the following vote: Chair Yraguen, and Commissioners Brady, James, and Osborn voted yes. No one voted no.

BUSINESS FROM STAFF –

Cowie stated the public hearing is tentatively scheduled to go before City Council on June 24, 2024. The County Planning Commission will make their recommendation to the Board of Commissioners. He thanked the Commission members for immersing themselves in the UGB application and process.

Each Commissioner received a volunteer recognition certificate for their distinguished public service.

BUSINESS FROM COMMISSION –

Commissioner Brady asked staff when the Commission might hear about the recently passed Senate Bill 1537 establishing a one-time UGB expansion tool for cities that need both land supply and affordable housing, creating a fast-track process.

Cowie stated there are certain criteria to be met and one component is the affordable housing requirement, which means the City would need to find an interested developer. Staff is exploring all avenues to promote more housing opportunities. Staff will explore opportunities utilizing the Department of Land Conservation and Development (DLCD) as they are determining how the rules will apply to different jurisdictions. We are fortunate the UGB Swap analysis was done for areas that may provide more housing opportunities. A future meeting will be scheduled to have Planning Commission involvement.

Cowie stated the City received grant funding for the development of trails at Sunshine Park, and applied for a conditional use permit (CUP) for land use approval through the Douglas County Planning Department because the city owned acreage was never placed inside the city's urban growth boundary.

The CUP was denied and appealed to the Land Use Board of Appeals which remanded it back to the County Board of Commissioners, and denied. The County would like the property annexed into the city limits.

The City would like to annex the property, but will require expanding the UGB which is challenging and takes a considerable amount of time and the grant funding has a timeframe in which it has to be used. The City is working with a consultant for the UGB expansion for Sunshine Park, which will eventually come before the Planning Commission.

Chair Yraguen asked if the funding will still be available.

Cowie stated the grant is through the Oregon Parks and Recreation Department and they have been very gracious in their timeframe since they know the City is working to obtain land use approval; however, the funding will not be available indefinitely. Most of the trail has been professionally designed by Ptarmigan Ptrails Consulting and Construction Company.

Moffett shared the law requires the city to verify affordable housing, which means an ongoing program to vet and annually review providers to ensure they continue to meet the jurisdiction's requirements and that they are properly screening and vetting tenants, and verify funding. This is specialized work and takes time and staff.

Cowie stated the City will be evaluating all of the requirements with DLCD.

Chair Yraguen expressed the Commission's appreciation for all of the hard work staff did to prepare a thorough UGB application.

ADJOURNMENT - The meeting adjourned at 7:34 p.m. The next meeting is scheduled for July 1, 2024.



Chrissy Matthews
Department Technician