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4-3-2025

CITY OF ROSEBURG PLANNING COMMISSION

Monday, April 7, 2025 at 7:00 pm

City Hall Council Chambers

Public Access: Facebook Live at www.Facebook.com/CityofRoseburg

City website at <https://www.cityofroseburg.org/your-government/commissions/planning-commission/videos>

AGENDA

- 1. CALL TO ORDER**
- 2. ROLL CALL**

Jaime Yraguen, Chair	Matt Brady	Emily Brandt
Matthew Keller	Jarrett Nielsen	Shelby Osborn
- 3. AUDIENCE PARTICIPATION: See Information on the Reverse**
- 4. STATUS UPDATE**
 - A. Sunshine Park UGB Expansion Update
 - B. UGB Swap Update
- 5. BUSINESS FROM STAFF**
- 6. BUSINESS FROM THE COMMISSION**
- 7. NEXT MEETING – May 5, 2025**
- 8. ADJOURNMENT**

The agenda packet is available on-line at:

<http://www.cityofroseburg.org/your-government/commissions/planning-commission/>

The Planning Commission meetings can also be viewed on the City website the next day at: <https://www.cityofroseburg.org/your-government/commissions/planning-commission/videos>.

AMERICANS WITH DISABILITIES ACT NOTICE

Please contact the City Administration Office at least 48 hours prior to the scheduled meeting date if you need accommodations in accordance with the Americans with Disabilities Act. TDD users, please call Oregon Telecommunications Relay Service at 800-735-2900.

AUDIENCE PARTICIPATION INFORMATION

The Roseburg Planning Commission welcomes and encourages participation by citizens at all meetings. To allow the Commission to deal with business already scheduled, it is asked that anyone wishing to address the Commission follow these simple guidelines.

Comments may be provided in one of three ways:

- **In person during the meeting in the Council Chambers, Roseburg City Hall, 900 SE Douglas Ave.**
- **Email by sending an email by 12:00 p.m. the day of the meeting to cdd@roseburgor.gov**
- **Virtually during the meeting. Contact the Community Development Department by phone (541)492-6750 or email cdd@roseburgor.gov by 12:00 p.m. the day of the meeting to get a link to the meeting.**

Provide your name, address, phone number and which item on the agenda you wish to speak.

When participating virtually, log or call in prior to the start of the meeting using the link or phone number provided.

- When accessing the meeting through the **ZOOM link**, click "Join Webinar" to join the meeting as an attendee.
- When accessing the meeting through the **phone**, call the number provided.
- All attendees will be held in a "waiting room" until called on to speak.

Persons addressing the Commission must state their name and address for the record, including whether or not they are a resident of the City of Roseburg. All remarks shall be directed to the entire Commission. The Commission reserves the right to delay any action requested until they are fully informed on the matter.

CITIZEN PARTICIPATION – AGENDA ITEMS

For items on the agenda you will be given an opportunity to address the Commission once the item is called. Agenda items typically begin with establishing those who have party status, (to be explained by the Chair), a report from staff, followed by Commission questions to staff, then the applicant along with anyone they wish to call as a witness on their behalf will be called to speak, followed by those with party status. After all initial testimony is completed there will be an opportunity for rebuttal. Everyone addressing the Commission is subject to questioning. After the hearing portion of the item is completed, the Commission will discuss the matter with a motion for consideration being presented and acted on.

Once final action is taken on Quasi-Judicial matters, the action of the Commission can be appealed to City Council within 14 calendar days of the decision by filing a Notice of Review with the Community Development Department. Action on Legislative matters is typically a recommendation to City Council and will be forwarded to them for final consideration.

CITIZEN PARTICIPATION – NON-AGENDA ITEMS

If you wish to address the Commission on a matter not on the agenda, at the appropriate time, speakers who attend in person will be called up to speak by the Chair in the order in which they signed up. Speakers on Zoom (video or phone only) will be called on to speak by the Chair in the order in which they signed up. Persons addressing the Commission must state their full name and address, including whether or not they are a resident of the City of Roseburg, for the record. All remarks are to be directed to the Commission. For items not on the agenda the presentation should be brief and be on a topic of interest to the Planning Commission, such as a general land use matter. These presentations are reserved for new material which has not been previously considered. The Commission will not be taking action on any item presented under Audience Participation and if needed will provide direction to staff for appropriate follow-up.

For further details or information please contact the Community Development Department Monday through Friday, 8:00 a.m. to 5:00 p.m., at Roseburg City Hall, 900 SE Douglas Avenue, Third Floor, Roseburg OR 97470, phone number 541-492-6750, or e-mail cmatthews@roseburgor.gov.

**CITY OF ROSEBURG
PLANNING COMMISSION
STAFF REPORT**



MEETING DATE: APRIL 7, 2025

TO: Planning Commission
FROM: Stuart Cowie, Community Development Director
SUBJECT: Status Update Sunshine Park UGB Expansion & UGB Swap

Staff will be providing the Planning Commission with a verbal update concerning the Sunshine Park UGB Expansion and the UGB Swap. Significant development concerning each project has occurred since the Planning Commission last discussed each issue. This update will provide the Planning Commission with the status of each project. Please note this is not a public hearing and no decisions are being made. This is only a verbal update of each project to the Planning Commission. Opportunity for testimony will not be provided.