

MEMORANDUM

TO: Planning Commission

FROM: Brian Issa, City Planner

DATE: December 10, 2007

RE: Bolton Hill Ranch Phase I (S-3-07)

Due to time constraints and the need to have all agency and staff referrals included in the analysis, I was unable to complete the staff report and findings for this application in time for this packet.

Although staff does not have a recommendation at this time, the Planning Commission can proceed with deliberations at the December 17th meeting to discuss issues brought forth in public comment and identify things that the Planning Commission sees as potential problems or areas that staff should focus on.

Public comments submitted to date have requested that a public hearing be held regarding this application. The City Attorney's analysis of the Commission's options regarding this matter are attached. Please note, this correspondence is confidential and is not part of the public record for this decision.

Due to the notice requirements and the statutory requirement that the City hold the record open for at least 7 days if so requested at the hearing, holding a public hearing drastically shortens the time available to the City to render a decision. Both options are detailed below.

Limited Land Use Action Option (includes appeal to Council)							
PC Meeting	Orders out	Appeal deadline	Notice to WLN	Publish (10days prior to hearing)	CC hearing	Final CC Decision	120 days up
Jan 7	Jan 8	Jan 23	Jan 25	Jan 30	Feb 11	Feb 11	5-Mar

Public Hearing Option (assumes request to hold record open & appeal to Council)							
PC Hearing	Earliest PC decision (special mtg.)	Orders mailed	Appeal deadline	Notice to WLN	Publish	CC hearing (special mtg)	120 days up
7-Jan	15-Jan	16-Jan	31-Jan	1-Feb	6-Feb	19-Feb	5-Mar

Action Requested: Staff recommends the Commission

- A. Decide whether or not to call for a public hearing.
- B. Deliberate on the proposal and direct staff to address specific points of concern for findings to be presented at the January 7 meeting.

EXHIBITS:

Most of you received the large maps and public comments previously. I have included the following materials for the Bolton Hill Ranch subdivision as EXHIBITS:

- A. Application Materials
 1. Applicant's Narrative Statement
 2. Tree list
 3. Wetland Delineation
 4. Wetland Assessment
 5. Alternative Road Sections from EGR dated November 5 (also see comments from Lane County Fire District & Jerry Elliott)
 6. Perkins Extension Feasibility (EGR)
 7. Transportation Impact Analysis (Access Engineering)
 8. Preliminary Stormwater Management Plan (EGR)
- B. Geotechnical Materials
 1. PBS Review of previous geotechnical report
 2. Revised Foundation Investigation from OGD dated 10/29/2007
- C. Referral Comments
 1. Kyle Schauer, Veneta Public Works Superintendent
 2. Jerry Elliott, City Engineer
 3. Shashi Bajracharya, Lane County Transportation Planning
 4. Heather Hill, Lane County Fire District # 1
 5. Ed Moore, ODOT
 6. Tom Jeffries, EPUD
 7. Jody Ogle, Lane Electric