

# **CITY OF ROGUE RIVER PLANNING COMMISSION MINUTES**

**TUESDAY, AUGUST 26, 2025**

**CITY HALL COUNCIL CHAMBERS**

**CITY OF ROGUE RIVER, JACKSON COUNTY, OREGON**

**CALL TO ORDER** The Planning Commission meeting was called to order at **6:00PM** by Planning Chair Jay Chick

**FLAG SALUTE** Chair Jay Chick led the Planning Commission in the Pledge of Allegiance.

**QUORUM** **COMMISSION MEMBERS PRESENT**  
Commissioner (ALT) Brandy Lockwood  
Commissioner Ed Hudson  
Commissioner Jonna Strauss  
Commissioner Dean Stirm  
Commissioner Dee Copley  
Chair Jay Chick

**ABSENT:** Barb Gregory (Council Liaison)

A quorum was present.

**STAFF PRESENT:**

Ryan Nolan, City Administrator  
Paige Chick, Finance Officer and Planning Assistant  
Onnie Heater, Contract Land Use Planner, RVCOG  
Annette Philips, Administrative/Finance Assistant

**PRESS:** Brian Mortensen, Rogue River Press

**Public Input:** None

**OLD BUSINESS:**

**MINUTES:** Motion by Stirm, seconded by Hudson, to adopt June 24<sup>th</sup>, 2025, planning commission minutes

**VOTE:** All ayes, none opposed, the minutes of June 24<sup>th</sup>, 2025, motion passes.

**Chair Jay Chick Open the hearing at 6:04 PM**

PLANNING FILE NO. SIT 2025-06: SITE PLAN REVIEW TO BUILD A 110-UNIT MINI STORAGE FACILITY AT **5204 N. RIVER ROAD**. (LEGAL DESCRIPTION: 36S-4W-22C TAX LOT 100)

**APPLICANT/OWNER:** AMERICAN SECURE STORAGE INC (CHRISTIAN HUTTEMA)

**AGENT:** JUSTIN GERLITZ P.E., GERLITZ ENGINEERING CONSULTANTS

**STAFF REPORT:** Onnie Heater, Land Use Planner with the RVCOG presented the staff report for the record and answered questions of staff and commissioners

**Ryan Nolan City Administrator** answered questions regarding landscape requirements, and future sewer connection if they were to add that to our system, they would need to meet city standards, and it would be at the cost of the applicant. There are no plans for an onsite living manager. Questions about irrigation and landscape requirements, location of 25 parking places, hours of operation, and location of lights were all answered

**APPLICANT TESTIMONY:** The applicants agent Justin Gerlitz P.E of Gerlitz Engineering Consultants presented the proposal for the owners and answered questions from the commissioners and staff.

**PUBLIC COMMENT IN FAVOR OF THIS PROPOSAL:** None

**PUBLIC COMMENT IN OPOSITION OF THIS PROPOSAL:** None

**OTHER TESTIMONY:** Peggy Maddock 515 E Main Street #27, Rogue River OR, 97537 asked how a facility could be built without sewer.

Agent Justin Gerlitz says that employees will be working remotely, and not from the site, so providing a bathroom will not be necessary.

There being no further questions from staff, the public, or commissioners

**Vote to close the public hearing,** motion by Strauss seconded by Stirm, vote all ayes, none opposed, public hearing closed at 6:38PM this 26<sup>th</sup> day of August 2025

*No discussion*

Move to conditionally approve Planning File SIT 2025-06 A request to build a 110-Unit Mini Storage facility at 5204 N River Road in Rogue River, Or, with legal description: 36S-4W-22C Tax Lot 100, and my motion incorporates the conditions found in the staff report as the application can be found to comply with the applicable criteria with proper conditions of approval.

**Motion** by Commissioner Dean Stirm

**Seconded** by Commissioner Jonna Strauss

*There was discussion on the motion*

**ROLL CALL VOTE:** DEE COPLEY, YES  
ED HUDSON, YES  
JONNA STRAUSS, YES  
DEAN STIRM, YES



**CHAIR JAY CHICK**

Motion passed unanimously

**Chair Jay Chick Open the hearing at 6:45 PM**

PLANNING FILE NO. CUP 2025-01: CONDITIONAL USE PERMIT, SITE DESIGN REVIEW, ZONING MAP AMENDMENT, PROPERTY LINE VACATION TO EXPAND AN EXISTING MANUFACTURED DWELLING PARK DEVELOPMENT BY ADDING EIGHT (8) ADDITIONAL SPACES AT **515 E MAIN STREET**, ROGUE RIVER, OREGON. (LEGAL DESCRIPTION: 36S-4W-15 & 22 TAX LOTS 1000, 1002, 1006)

**APPLICANT/OWNER:** CENTRAL ROGUE MHC LLC

**AGENT:** IAN M. COLE, P.E., NEXGEN

**STAFF REPORT** **Onnie Heater**, Land Use Planner with the RVCOG presented the staff report for the record and stated to the commission that due to the complexity of this application and the multi-levels of this review, Onnie will be reading the findings for each of the criteria that are applicable to the application, and staff responses are all satisfied. She also included public comments

**Ryan Nolan City Administrator** also presented parts of the complex staff report for the record starting under criterion 4.8 through 4.39. Staff recommends the planning commission recommend conditional approval of this application and read through all 29 conditions of approval for the record. Onnie Heater read all 16 conditions that must be met prior to issuance of a building permit. Onnie Heater also read the 10 conditions that must be met prior to the Certificate of Occupancy. Also, the one condition that must be maintained such as landscaping to reduce fire hazards and prevent nuisance. Nolan thanked the audience, the commission, and the applicants for their patience with the extensive and complicated staff report due to the complexity. Staff thought it was important to carefully review the criteria and the proposed conditions.

***Questions, concerns, and discussion between commissioners and staff***

**APPLICANT TESTIMONY:**

Due to several minutes of technical difficulties and the inability to get the applicant's agent online, the chair asked for a five-minute recess-

IAN M. COLE, P.E., NEXGEN, the applicant's agent, presented the proposal via conference call, and answered questions of commissioners, especially regarding the conditions of approval that mention providing a revised site plan showing that no structures designed for vehicle or machinery storage are placed within the 100-foot restrictive easement. Nolan mentioned that if the commission felt strongly about this and wanted to see more information such as a revised site plan, the applicant could come

back for more deliberations, which would be appropriate, however we need to keep in mind that there are 120 day deadline that ends October 22<sup>nd</sup>, so if you're looking to continue this hearing to get more information from the applicant you may request that they consider extending that timeline so that it wouldn't expire. The application would need to be publicly noticed again, before moving this application to the city council.

**Agent comments from our Engineer, Lumen, our Public Works Director, Chief of Police, and our Fire Department found on page 62 of the packet were summarized and have been included in the conditions of approval.**

**PUBLIC COMMENT IN FAVOR OF THIS PROPOSAL:** None

**PUBLIC COMMENT IN OPOSITION OF THIS PROPOSAL:**

**Paula Brooks**, 102 Rogue Lane, Rogue River, OR 97537 spoke in opposition to this proposal due to fire hazards, privacy concerns and the flood plain concerns, and asked the commission to deny the request.

**Jerry Hallett**, 515 E Main Street, Unit 10, Rogue River, OR 97537 entered into the record **Exhibit A** which was all his concerns if this proposal were to be approved. His information was handed out to commissioners and staff. He spoke in strong opposition to this proposal because of current concerns that are not being met by the residents living there now.

**Peggy Maddock**, 515 East Main Street, Unit 27, Rogue River OR 97537 spoke in strong opposition of this proposal. She lived here when the park was run by the previous owners who took great care of the property, and maintained it well. Ever since the new owners have owned it, there has been zero maintenance or care for the property. The property she feels is going downhill, and with the recent rent increase, she urged the commission to dent this request and not let more people move in.

**Sherry Fielder**, 104 Rogue Lane, Rogue River, OR 97537 spoke in opposition to this proposal. When she has concerns, it's impossible to get ahold of anyone in management, which is a shame, because it could be a nice park. Her concerns about blackberry bushes and fire have never been addressed. Water runoffs are a huge concern for her, water is precious, and we need to protect that well at the back of the property from further contamination. Bringing in more homes would be alarming due to the poor management. She is against further development on this property.

**Nikki Murphy**, 308 East Main Street, Rogue River OR 97537 executive director for the Wards Creek Restoration Initiative who has been working on the Wards Creek project for the blackberry cut which is set to begin on October 13<sup>th</sup>. She has walked this park many times with the Fire Chief because of the issues on the property. Her concerns are with the older wells which serve as a backup for our drinking water, and they need to be protected. The blackberry bushes are highly flammable which run with the creek. It's a fire that is just waiting to happen, so the blackberry removal starts soon to remove this threat. The planning commission must look at conditions that property owners such as this one tonight be held responsible to protect the community from the spread of these blackberry bushes which are spreading on this development and is not being maintained. These elderly people have only one way out of this property in the event of a fire, and it's dangerous. There needs to be language in these conditions of approval that protect all of us before we let them expand the use of this park. Nikki asked



*the commissioners to continue this meeting to a later date so that these issues can be addressed.*

Chair Chick asked for questions from the commissioners on any testimony given here tonight.

Someone from the audience left written testimony, and it was read out loud by the chair, and entered into the record as **Exhibit B**.

*Questions from planning commissioners*

### **OTHER TESTIMONY:**

***Dee Zimmermann**, 515 East Main Street, Unit #21, Rogue River, OR 97537 has lived in the park since July of 2023, and they love their home. They moved into a 55 year and older community, however the owners have rented to a family with several children. She has complained numerous times about dangerous things including a leaking propane tank, that when fixed, the gentleman who fixed it said he was surprised it hadn't blown up. The residents waited a long time to get a fire hydrant, and street lighting fixed as well. Dee Zimmerman is not for or against this proposal, she is against the people that are proposing it, and she believes they have nothing in their heads. The residents are not safe because the addresses of the homes are so off, that the emergency services have trouble finding the right addresses. We need someone from management on site so that the residents are not put in jeopardy.*

### **REBUTTAL TESTIMONY:**

IAN M. COLE, P.E., NEXGEN explained the importance of bringing all issues raised here tonight to the owner's attention, so that we can get this project moving forward. Perhaps meetings between the residents and the owner could be an idea. Other than that, he has no rebuttal testimony.

Chair Jay Chick asked for any other questions from commissioners or staff

***Discussion between commissioners and staff about the fact that the original CUP conditions are not being met currently, such as the sanitary/health easement of 100-foot radius of city well site, (a fifty-foot radius easement was recorded by mistake at the county) there is no office on site, and there is no recreation area.***

Commissioner Strauss stated that she has a time limit this evening, and can leave now if the commission does not need her

Commissioner Dean Stirm asked if Commissioner Strauss leaves now, we still have a quorum, correct?

Chair Chick and Ryan Nolan answered yes

Chair Chick made clear that when a property sells, the Conditional Use Permit runs with the land and conditions must still be kept.

*More discussion between commissioners and staff prior to the closing of the hearing*

Move to close the public hearing, motion by Commissioner Dean Stirm, seconded by Jonna Strauss  
**Roll Call Vote:**

Commission Stirm, yes  
Commissioner Strauss, yes  
Commissioner Ed Hudson, yes  
Commissioner Dee Copley, yes  
Chair Jay Chick, yes

**Public Hearing Closed at 9:49PM on August 26<sup>th</sup>, 2025**

I move that the Planning Commission recommend a denial of planning file CUP 2025-01, a request to modify an existing approved conditional use permit by adding 8 (eight) additional spaces to the manufactured home park. The property is located at 515 E. Main Street, Rogue River, Oregon and legally described as Township 36 South, Range 4 West, Section 22, Tax Lots 1000, 1002, 1006. Despite the efforts made by this applicant, the site cannot meet any of the standards that we have.

***Per Nolan city administrator, the commissioner's motion must include at least one specific criteria***

Motion continued by Hudson, that a minimum of 25% total mobile home space be provided for parking and storage of recreational vehicles, campers, boats, etc. in the area adjacent to the mobile home park on the developer's property

Motion by Commissioner Ed Hudson  
Second, by Commissioner Dee Copley

**I move that we amend the motion** by listing which criteria they are not meeting, which is criteria 4.3. and criteria 4.34

Motion to amend by Chair Jay Chick,  
Second by Jonna Strauss

***Discussion on the amended motion***

Commissioner Jonna Strauss leaves the public hearing at 9:55PM (we still have a quorum) and Planning Commissioner Alternate Brandy Lockwood can vote now, who has been present the entire time.

***Further Discussion on the amended motion***

**Roll Call Vote:**

on the amended motion to add section 4.34 of the staff report as a criteria not being met  
Motion by Chair Chick, seconded by Joanna Strauss

Commission Stirm, yes  
Commissioner Ed Hudson, yes  
Alternate Brandy Lockwood, yes  
Commissioner Dee Copley, yes  
Chair Jay Chick, yes

**Roll Call Vote:** on the motion of denial

Motion by Commissioner Ed Hudson  
Second, by Commissioner Dee Copley

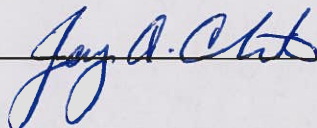
Commission Stirm, yes  
Commissioner Ed Hudson, yes  
Alternate Brandy Lockwood, yes  
Commissioner Dee Copley, yes  
Chair Jay Chick, yes

**Staff will prepare the recommendation from Planning Commission to the City Council for Jay to sign, and a council meeting will be scheduled, and staff will mail out the public notice again.**

**No Staff Updates:**

Motion to adjourn by Commissioner Dee Copley, seconded by Commissioner Dean Stirm, all ayes, none opposed, this meeting is adjourned at 10:09 PM.

Planning Commission Chair Jay Chick



Date 11-25-25

Minutes Prepared by Diane Oliver  
City Recorder