

***DRAFT* SPECIAL MEETING MINUTES**
Alsea Citizen Advisory Committee (CAC)
December 16, 2025

Benton County Alsea CAC Janet Hendrix **called the Benton County Advisory Committee special meeting to order at 4:03 P.M.** The meeting was conducted virtually and was open to the public via a published Zoom link.

<p>COMMITTEE MEMBERS</p> <p>Janet Hendrix, <i>Acting Chair</i> Mimi Stout Zeb Olson Mystie Munsey Tim Pearson Scottie Jones Randy Hart</p>	<p>STAFF</p> <p>John Swanson, Benton County Community Development Department James Wright, Benton County Associate Planner Gary Stockhoff, Benton County Interim Community Development Director Jesse Ott, Benton County Natural Areas Parks and Events Director</p>
<p>COMMUNITY MEMBERS</p> <p>Sara Cash Naomi Shadwick Ryan Van Leuven Others</p>	<p>PRESENTER</p>

CALL SPECIAL MEETING TO ORDER

Chair Janet Hendrix called the special meeting of the Alsea Local Community Advisory Committee to order at **4:03 p.m.**

MCBEE CAMPGROUND DEVELOPMENT

Purpose of Meeting:

The special meeting was convened to provide information and receive questions regarding the McBee Campground development, including its history, funding, permitting, and operational considerations.

Staff Presentations:

- **Natural Areas, Parks, and Events (NAPE):**
Staff provided an overview of the history of McBee Campground, noting its long-standing informal use and recent acquisition through a land donation facilitated by a nonprofit partner. Funding for campground improvements was secured entirely through an Oregon State Parks Local Government Grant, using the land value as the required match. No county general funds or CDBG funds were used.

Planned improvements include formalized campsites, gravel road rehabilitation, upgraded restroom facilities, ADA access elements, defined day-use parking, seasonal operations, and campground management practices consistent with Oregon Department of Forestry and Oregon State Parks requirements. The campground is intended to preserve historic public access while reducing unmanaged impacts to natural resources.

- **Community Development / Planning:**

Staff explained that a Conditional Use Permit (CUP) was processed to bring the campground into a conforming land use status. Public notice requirements were met, including mailed notices, legal notice publication, and notification to the LCCAC. The Benton County Planning Commission approved the CUP with conditions, including:

- Adoption of a Master Park Plan by the Board of Commissioners
- Wildfire mitigation and emergency access planning
- Placement of campsites within previously disturbed areas
- Waste management and sanitation plans
- Seasonal operations, stay limits, and quiet hours

The approved plan allows for approximately 49 tent sites and 26 RV-capable sites, subject to final field verification.

- **Public Works / Transportation:**

Staff clarified that no transportation impact study was required, as the campground represents a formalization of an existing use rather than a new land use expected to significantly increase traffic. Access roads are largely under Bureau of Land Management (BLM) jurisdiction, and any striping or roadway improvements would be subject to BLM standards.

- **Fire and Emergency Access:**

Emergency access planning includes coordination with the Oregon State Fire Marshal and acquisition of an alternative access easement for emergency use. Evacuation planning and wildfire mitigation were identified as conditions of approval and are under development.

Q + A

Committee members and community representatives raised questions and concerns regarding:

- Road safety, maintenance, and striping on South Fork Road
- Emergency response capacity and coordination with local fire districts
- Notification and outreach timing during early project planning
- Potential revenue sharing or partnership opportunities benefiting the Alsea community
- Impacts on local infrastructure, law enforcement, and emergency preparedness

Staff Responses and Follow-Up Commitments:

- Staff agreed to follow up with the County Engineer regarding roadway concerns.
- Staff committed to providing the Planning Commission staff report to the CAC for broader community distribution.
- Questions regarding revenue sharing and intergovernmental partnerships were acknowledged and noted for further exploration.

- Staff recognized gaps in early community engagement and expressed intent to improve outreach coordination going forward.
- Coordination with local fire districts was identified as an area requiring follow-up to ensure shared understanding of emergency response roles.

ADJOURN

Chair Janet adjourned the special meeting at 5:04 p.m.