



CITY OF SWEET HOME PLANNING COMMISSION MINUTES

July 06, 2020, 6:30 PM

Sweet Home City Hall, 3225 Main Street
Sweet Home, OR 97386

WIFI Passcode: guestwifi

PLEASE silence all cell phones – Anyone who wishes to speak, please sign in.

The Planning Commission will hold a Regular Planning Commission meeting at 6:30 p.m. in the City Council Chambers at City Hall, 3225 Main Street. In order to protect residents, staff, and elected officials due to the novel COVID-19 virus, the frequency and length of public meetings, including the Planning Commission, boards and City Council, will be minimized. Non-urgent and non-essential City business with expected public feedback will be postponed whenever possible. Individuals attending public meetings in person will be limited to the first six people, required to maintain appropriate social distancing, (6-ft.) and be free of symptoms related to COVID-19. The City of Sweet Home Planning Commission is streaming the meeting via the Microsoft Teams platform and asks the public to consider this option. There will be opportunity for public input via the live stream. To view the Planning Commission meeting live, online visit <http://live.sweethomeor.gov>. If you don't have access to the internet you can call in to 541-367-5128 and you'll be asked to choose option #1 to be logged in to the call.

This video stream and call in options are allowed under Planning Commission rules, meet the requirements for Oregon public meeting law, and has been approved by the Mayor as Chairperson of the meeting. All votes will be conducted by Roll Call Vote.

Roll Call of Commissioners

| | |
|------------------------|---------|
| Chairman Parker: | Present |
| Commissioner Wolthuis: | Present |
| Commissioner Gatchell: | Absent |
| Commissioner Stephens: | Present |
| Commissioner Journey: | Present |
| Commissioner Korn: | Present |
| Commissioner Unger: | Present |

Staff:

Blair Larsen, CEDD Director; Angela Clegg, Associate Planner

Visitors:

Jim Bradford, 1625 Cascade Drive, Lebanon, OR 97355
Alan Stutz, 845 Alder Street, Sweet Home, OR 97386

Public Comment.

None

Meeting Minutes: June 1, 2020

Commissioners Comments:

None

Commissioner Wolthuis moved to approve the June 1, 2020 meeting minutes as presented.

Commissioner Korn seconded the motion to approve the meeting minutes as presented.

The location of the meeting is accessible to the disabled. If you have a disability that requires accommodation, advanced notice is requested by notifying the City Manager's Office at 541-367-8969.

Question was called by roll call vote:

| | |
|------------------------|--------|
| Chairman Parker: | Aye |
| Commissioner Wolthuis: | Aye |
| Commissioner Gatchell: | Absent |
| Commissioner Stephens: | Aye |
| Commissioner Journey: | Aye |
| Commissioner Korn: | Aye |
| Commissioner Unger: | Aye |

Motion Passed (6) Ayes to (0) Nays, (1) Absent

Public Hearings

File ZMA20-02: The applicant is proposing to change the Zoning Map in an area consisting of approximately 26,552 square feet (0.61 acre) located on the Linn County Assessor's Map 32CA, tax lots 4735 and 4700, Sweet Home, OR 97386. The Sweet Home Zoning Map is proposed to change from the Residential Low Density (R-1) Zone to the Residential Medium Density (R-3) Zone. The proposed zone change would bring the zoning designation into conformity with the property's existing Comprehensive Plan Map designation. The Planning Commission will hold a public hearing and make a recommendation to the City Council. The City Council will hold a public hearing and decide on this application.

PUBLIC HEARING OPENED AT 6:41 PM

Chairman Parker read the description of the application and the Planning Commission criteria.

The applicable substantive criteria are listed in the staff report. Testimony, arguments and evidence must be directed toward the criteria described or other criteria in the plan or land use regulation which the person believes to apply to the decision. Failure to raise an issue accompanied by statements or evidence sufficient to afford the decision maker and the parties an opportunity to respond to the issue precludes appeal to the Land Use Board of Appeals based on that issue.

| | |
|------------------------------|---------------------------------------|
| Personal Bias: | None |
| Conflict of Interest: | None |
| Exparte Information: | None, Chairman parker drove by |

Comments/Discussion:

Associate Planner Clegg read through portions of the staff report. There were no questions from the Planning Commissioners.

Jim Bradford testified on behalf of his application. He explained the reduction from the 12-plex to 9-plex. Mr. Bradford stated that they had worked with the Corp of Engineers on the drainage and waterway issues. The Planning Commissioners had no questions for Mr. Bradford.

| | |
|---------------------------------|------|
| Testimony in Favor: | none |
| Testimony in Opposition: | none |
| Neutral Testimony: | none |
| Rebuttal: | none |

PUBLIC HEARING CLOSED AT 6:46 PM

Commissioners Discussion:

Commissioner Wolthuis spoke about the connection and fire turn around. CEDD Director Larsen stated that the fire turnaround was unnecessary because its proximity to the Ironwood intersection giving it an approved turn-around area.

Commissioner Korn moved to approve application ZMA20-02 and thereby permit the Zone Map Amendment, adopting the findings of fact listed in Attachment A of the staff report, and recommending the City Council hold a public hearing on Tuesday, July 28, 2020 at 6:30 PM and make a decision on the application.

Commissioner Unger seconded the motion to approve.

Question was called by roll call vote:

| | |
|------------------------|--------|
| Chairman Parker: | Aye |
| Commissioner Wolthuis: | Aye |
| Commissioner Gatchell: | Absent |
| Commissioner Stephens: | Aye |
| Commissioner Journey: | Aye |
| Commissioner Korn: | Aye |
| Commissioner Unger: | Aye |

Motion Passed (6) Ayes to (0) Nays, (1) Absent

File AX ZC20-01: This is an application to annex an approximately 39,005 square foot (0.71-acre) property located in the City of Sweet Home's Urban Growth Boundary into the City limits of Sweet Home. The application also requests to change the zoning of the property from Linn County's Urban Growth Area-Rural Residential-1 Acre Minimum (UGA-RR-1) Zone to the City of Sweet Home's Low Density Residential (R-1) Zone.

PUBLIC HEARING OPENED AT 6:53 PM

Chairman Parker read the description of the application and the Planning Commission criteria.

The applicable substantive criteria are listed in the staff report. Testimony, arguments and evidence must be directed toward the criteria described or other criteria in the plan or land use regulation which the person believes to apply to the decision. Failure to raise an issue accompanied by statements or evidence sufficient to afford the decision maker and the parties an opportunity to respond to the issue precludes appeal to the Land Use Board of Appeals based on that issue.

Personal Bias: None, Commissioner Journey walks by every day, but feels she could make an unbiased decision. Commissioner Stephens lives next door, but feels he could make an unbiased decision

Conflict of Interest: None

Ex parte Information: None, Commissioner Journey walks by every day. Commissioner Stephens lives next door. Chairman Parker has driven by.

Comments/Discussion:

Commissioner Wolthuis discussed the past Alder Street Annexation and the individual properties annexing into the city.

Associate Planner Clegg read through portions of the staff report.

Commissioner Stephens asked about 8th Avenue being annexed. CEDD Director Larsen explained about the process to annex 8th along with Alder. Communication has been made with Linn County about the potential annexation, but no response has been received as of the date of the meeting.

There was discussion regarding the annexation and maintenance of Alder, 8th and just past Elkhorn. CEDD Director Larsen stated that is the desire of the City to annex Alder Street to the edge of the City right-of-way on the southwest side of Elkhorn Street.

Applicant not present

Testimony in Favor: None

Testimony in Opposition: None

Neutral Testimony: Mr. Stutz wanted to know why the applicant was annexing their property at this time.

Rebuttal: None

PUBLIC HEARING CLOSED AT 7:09 PM

Commissioners Discussion:

Commissioner Journey stated that the annexation makes sense, and to connect to city sewer.

Commissioner Wolthuis asked if the sewer line will be extended to the southwest edge of the applicant's property. He supports annexing the subject property and Adler Street in the future. CEDD Director Larsen stated that the sewer extension will most likely extend to the edge of the applicant's property.

Commissioner Unger moved to approve application AX ZC20-01 and thereby permit the Annexation and Zone Map Amendment, adopting the findings of fact listed in Attachment A of the staff report, and recommending the City Council hold a public hearing on Tuesday, July 28, 2020 at 6:30 PM and make a decision on the application.

Commissioner Korn seconded the motion to approve.

Question was called by roll call vote:

Chairman Parker: Aye

Commissioner Wolthuis: Aye

Commissioner Gatchell: Absent

Commissioner Stephens: Aye

Commissioner Journey: Aye

Commissioner Korn: Aye

Commissioner Unger: Aye

Motion Passed (6) Ayes to (0) Nays, (1) Absent

Staff Updates on Planning Projects:

Development Code Updates

CEDD Director Larsen discussed the current state of the city; pandemic issues, masks indoors, etc. According to the guidelines, the mask requirement doesn't apply to government buildings. City manager and department heads decided to follow the guidelines and ask staff and visitors to wear masks. Masks can be removed in meetings once everyone is settled and is social distanced.

Associate Planner Clegg, CEDD Director Larsen, and Staff Engineer Graybill are reviewing the first round of drafts. Once they are reviewed, they are return to Mr. Wendolowski who will then take the edits and comments to create a second rough draft. Staff will review the second draft and either the second or third drafts will be given to the Planning Commissioner for review.

Commissioner Wolthuis asked about the RC zone and any development going on. CEDD Director Larsen explained no development, but there have been conversations with the landowners. The city is waiting on the No Further Action (NFA) order on the Public Works property so that the city can proceed with the land swamp and street widening of 24th Avenue. Larsen discussed the 24th Ave widening for the access to the county and the city property down by the river. He received a letter from the railroad approving a crossing across the 24th avenue, however there must be access on the other side for the crossing which is owned by Linn County.

Pending Applications

CEDD Director Larsen gave a brief summary of the applications that have come into the planning department.

Associate Planner Clegg read off the various types of pending applications and how many of each the planning department has received.

Planning Commissioner Comments:

Commissioner Unger asked about the September meeting. It falls on Labor Day. The Commissioners and Staff discussed an alternative date. It was decided to change the meeting to September 21, 2020.

Commissioner Stephens asked whether applicants must be at meetings to testify. Associate Planner Clegg stated that it is not required but recommended. Planning Commissioners can postpone a public hearing to a future public hearing if need more information from the applicant.

Associate Planner Clegg officially introduced Commissioner Unger. Due to COVID-19 restrictions Commissioner Unger had not attended a meeting in person. The Commissioners and staff welcomed her.

Adjournment 7:37



Jeff Parker, Chairperson
Sweet Home Planning Commission

Respectfully submitted by Angela Clegg, Associate Planner