



# CITY OF SWEET HOME PLANNING COMMISSION MINUTES

January 05, 2023, 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.

## Meeting Information

The City of Sweet Home 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 meeting live, online visit <http://live.sweethomeor.gov>. If you don't have access to the internet, you can call in to 971-203-2871, choose option #1 and enter the meeting ID to be logged in to the call. Meeting ID: 947 077 522#

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## Call to Order and Pledge of Allegiance

The meeting was called to order at 6:31 PM.

## Roll Call of Commissioners

### PRESENT

Jamie Melcher  
Henry Wolthuis  
Jeff Parker  
Eva Journey  
Laura Wood  
Todd Branson (6:32 video)

### ABSENT

David Lowman

### STAFF

Blair Larsen, Community and Economic Development Director  
Angela Clegg, Associate Planner

### GUESTS

Laura LaRoque, Udell Engineering and Land Surveying LLC, 63 E Ash St, Lebanon, OR 97355

## Public Comment.

None

## Meeting Minutes:

- a) December 1, 2022 Meeting Minutes

A motion to approve the minutes was made by Wood, Seconded by Wolthuis.

Voting yea: Wood, Wolthuis, Parker, Journey,

Voting nay: None

Abstain: Melcher

Branson (not on the Committee in December)

## Public Hearings:

- a) SD20-01 Extension

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*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.*

The public hearing was opened at 6:35 PM

Commissioner Parker asked of the Committee if there were any ex parte, conflicts of interest or personal bias, there was none.

Associate Planner Clegg informed the Commission that they are deciding on the extension Duck Hollow II Subdivision based on SHMC 16.16.080.

Laura LaRoque of Udell Engineering and Land Surveying LLC, representing the applicant, testified to the delays causing the need for an additional extension.

Testimony in favor: None

Testimony in opposition: None

Neutral Testimony: None

The public hearing was closed at 6:39 PM

A motion to approve the Extension for Duck Hollow III was made by Melcher, seconded by Wolthuis.

Yea: Journey, Parker, Wolthuis, Melcher, Wood, Branson

Nay: None

Absent: Lowman

b) Application CU22-12 Staff Report

The Public Hearing was opened at 6:41 PM.

Commissioner Parker asked of the Committee if there were any ex parte, conflicts of interest or personal bias, there was none.

Associate Planner Clegg reviewed the staff report and purpose for the Conditional Use. Clegg reminded the Committee that the dog park is not part of the conditional use and the letters included with the packet pertain to the dog park, not the property line adjustments.

There was discussion between the Commission and staff as to the reason for the property line adjustments.

Testimony in favor: None

Testimony in opposition: None

Neutral Testimony: None

The public hearing was closed at 6:49 PM

A motion to approve the Conditional Use application CU22-12 was made by Journey, seconded by Wood.

Yea: Journey, Parker, Wolthuis, Melcher, Wood, Branson

Nay: None

Absent: Lowman

**Staff Updates:**

Clegg gave an update on the dog park. There will be a celebration of the dog park combined with an Arbor Day celebration in April.

Larsen gave an update on the process for the park systems master plan.

Clegg gave an update on development code corrections that will be coming to the Planning Commission for approval.

Clegg and Larsen gave updates on new staff joining CEDD.

Larsen gave an update on the Transportation System Plan update and the need for a member of the commission to be a representative on the committee. Melcher and Journey stated that they are

interested. Staff will supply a timeline at the next Planning Commission meeting, and then the Commission will decide on the representative.

**Round Table Discussions** (Committee comments about topics not listed on the agenda)

none

**Adjournment**

The meeting was adjourned at 7:13 PM



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Jeffrey Parker Chairperson  
Sweet Home Planning Commission

Respectfully submitted by Angela Clegg, Associate Planner