



CITY OF SWEET HOME PLANNING COMMISSION MINUTES

April 06, 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 an 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 971-203-2871, choose option #1 and enter the meeting ID to be logged in to the call. Meeting ID: 246 156 257#

Call to Order and Pledge of Allegiance

The meeting was called to order at 6:33 PM

Roll Call of Commissioners

PRESENT

Laura Wood (Video)
Jamie Melcher (Video)
Henry Wolthuis
Jeff Parker
Todd Branson
Nancy White

ABSENT

Eva Jurney, excused

STAFF

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

GUESTS

Brian Oakes, 24051 Territorial Road, Monroe, OR 97456
Mark Scott, 1207 Clark Mill Road, Sweet Home, OR 97386
Mark Lund, 39627 Mt. Hope Drive, Lebanon, OR 97355
Tim Wood, FCS Group, 5335 Meadows Rd, Suite 330, Lake Oswego, OR 97035

Public Comment. This is an opportunity for members of the public to address the Planning Commission on topics that are not listed on the agenda.

Meeting Minutes:

- a) March 16, 2023 Meeting Minutes

A motion to approve the minutes was made by Branson, seconded by Wood.

Voting Yea: 6

Voting Nay: 0

Absent: 1

New Business

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.

a) Application for LA23-02

Clegg explained to the Commissioners the reason for the need to have their approval to sign the application and move forward with the Municipal Code revisions.

Motion to approve signing Application LA23-02 was made by Wolthuis, seconded by Branson.

Voting Yea: 6

Voting Nay: 0

Absent: 1

Public Hearings

a) Housing Needs Analysis Summary Report

Staff informed the Commissioners that the Consultants were not present for the meeting, but staff could answer questions. The Commissioners have the option of continuing the hearing or voting on it as presented. Larsen reviewed some of the changes that occurred since last presented and stated that it was DLCD that prompted the changes. The Commissioners discussed the content of the report.

The public hearing was opened at 7:55 PM

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

Testimony in favor: None

Testimony in opposition: None

Neutral Testimony: None

The public hearing was closed at 7:58 PM

Commission discussion

A motion to recommend to the City Council that the Housing Needs Analysis and Comprehensive Plan Amendment be adopted was made by Wolthuis, seconded by White.

Voting Yea:5

Voting Nay:0

Absent: 2

Consultant Time Wood of FCS Group, logged on via video at 8:01 PM. Staff informed Wood of the approval vote.

b) Application ZMA23-01 Staff Report

The public hearing was opened at 6:44 PM

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

Associate Planner Clegg gave the staff report, stating that the applicant is proposing to change the Zoning Map in an area consisting of approximately 190,211 square feet (5.18 acres) located in Sweet Home, OR 97386 (13S01E32AA Tax Lot 600). The Sweet Home Zoning Map is proposed to change from the Residential Low Density (R-1) Zone to the Residential High 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.

Mark Lund testified on behalf of the application stating that they will be building an apartment complex with a fitness center.

Commissioner Wolthuis stated that he has no issues with this stage of the plan.

Commissioner White asked the applicant to repeat the use. Larsen clarified that the

apartments are outright permitted in the proposed zone so the building plans will not come before the planning Commission.

Testimony in favor: None

Testimony in opposition: Mark Scott raised concerns about having apartments next door, if the development will affect wells, there are no sidewalks, lighting shining on neighboring lots, traffic flow will increase and may cause issues at Highway 20 and Long Street. Commissioner Parker explained the zoning and the comprehensive plan designation. Director Larsen explained the Highway 20 / Clark Mill Road intersection is going to be a part of the transportation system plan update. Larsen explained that there will be sidewalk and street improvement required with the development agreement. Scott raised the issue of there not being sidewalks on either side of the subject property. Larsen explained that when a proposed development like this goes in, the City will coordinate with neighboring property owners to construct the remainder of the sidewalk sections. Scott brought up that he was told there was a wetland at the back of the property. Larsen explained that there are building permit requirements regarding wetlands. Larsen stated that any lighting would be designed to not cause light trespass into abutting properties. Scott discussed his concern about wells drying up. Larsen explained that he doesn't have the expertise to comment on the well and they are regulated by the county.

Neutral Testimony: None

Commissioner Parker asked the applicant if he would like to rebut any comments made. He said no.

Clegg addressed the wetland question and explained to the Commissioners that there is a wetland to the west of the subject property but not on the property itself.

The public hearing was closed at 7:05 PM

Commissioner Parker discussed the wetland and riparian zone. Clegg and Larsen informed the Commissioners that there is no riparian zone for this creek. Only Ames Creek, Wiley Creek, and the South Santiam River have riparian zone restrictions. Commissioner Branson is concerned with the traffic. Parker asked if traffic studies will be a part of the building permit process. Wood asked for clarification on the Comprehensive Plan designation. Larsen explained the comprehensive plan zoning designation process. Clegg further explained the zone change process. Clegg read the criteria that will trigger a traffic impact study. Larsen explained that when the building permit is applied for, staff would determine whether a traffic study would be needed. Parker asked for clarification about the fitness center. Larsen explained that staff did not know about the fitness center and because its not a mixed use or commercial zone a public fitness center would most likely not be allowed in the zone.

Parker reminded the Commissioners the application is for the zone change not the development.

A motion to approve Application ZMA23-01 and recommend it to City Council was made by White, seconded by Wood.

Voting Yea: 4

Voting Nay: 2

Absent: 1

c) Application VR23-01 Staff Report

The public hearing was opened at 7:16 PM

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

Associate Planner Clegg gave the staff report and stated that the applicant is seeking a variance to allow for one hard surfaced, off-street parking space and a seventeen-foot

carport setback from the front property line. The subject property is zoned Medium Density (R-2). The minimum lot size in the R-2 zone is 5,000 square feet, requires a sixty-foot front of building line width, requires a twenty-foot front setback to the garage or carport, and requires two hard surfaced parking spaces [SHMC 17.12.060]. The subject property is an approximately 3,485 square foot, pre-existing nonconforming lot.

Brian Oakes testified on behalf of his application. Oakes explained that he is the owner and licensed general contractor on this lot. Oakes told the Commissioners that he requested the variance because of the small lot size. He is planning to bury an in-ground water storage tank, due to low well velocity in the area, in the back yard. The variance in the front yard will allow more space in the rear. Oakes stated that he is agreeable to moving the variance to the rear if the Commission agrees with that option. Parker asked the applicant about moving the front post of the carport back. Oakes explained his reason for the design he chose. Commissioner White asked about how the future street improvements would affect the parking. Oakes explained that there would still be a 45' x 10' unobstructed parking area. There was discussion about a garage versus a carport. Oakes discussed the option identified by staff in regard to moving the house back. Commissioner Wolthuis asked if the applicant could build a single-car garage. Oakes stated that he does not intend to build a garage due to construction costs, and his desire to build an affordable house.

Testimony in favor: none

Testimony in opposition: none

Neutral Testimony: none

The public hearing was closed at 7:34 PM

The Commission discussed the purpose of a variance as it pertains to the proposed application. Larsen gave an update on the Local Improvement District (LID) that would bring water services and street improvements to the area. The project is pending funding. The LID would not affect the proposed application since all work will be in the right-of-way. Commissioner Parker and Wolthuis discussed the options. Larsen reminded the commissioners of the affordability of building the dwelling. Commissioner White asked staff if moving the rear setback 3 feet and requiring parking in front would comply with criteria. Larsen confirmed that it would just change the variance from the front to the rear. Commissioner Wood agreed with revising the variance to the rear setback allowing more parking in the front that complies with code. Commissioner Parker asked staff about revising the approved variance. Clegg stated that the Commissioners need to state the revisions for their decisions. There was discussion about how to revise the variance for approval.

A motion to approve the Application VR23-01, including revisions allowing a 3-foot variance to the rear setback and including 2 hard surfaced approaches in the front was made by Wolthuis, seconded by Branson.

Voting Yea: 4

Voting Nay: 1

Absent: 2 (Melcher video connection dropped)

Staff Updates:

Clegg updated the Commissioners on Application ZMA23-02 & CMA23-01. The Public Hearing will be held on May 4, 2023.

Clegg informed the Commissioners that the MFU criteria passed in the City Council. Clegg will draft applications to coincide with the criteria.

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

Clegg invited the Commissioners to the Arbor Day Celebration. Staff and the Commissioners discussed the amenities in Northside Park.

Clegg informed the Commissioners that staff submitted a grant for Sankey Park the includes the replacement of the bandstand and trails from lower to upper Sankey Park.

Clegg informed the Commissioners of the new CEDD hours of operations.

Blair informed the Commission of the new Code Compliance officer. The Commission and staff discussed current code compliance issues and the process for reporting complaints.

Arbor Day Flyer

Adjournment

The meeting was adjourned at 8:28 PM.

A handwritten signature in blue ink, reading "Henry B. Wolhuis", is positioned above a horizontal line.

Henry Wolhuis, Vice Chairperson
Sweet Home Planning Commission

Respectfully submitted by Angela Clegg, Associate Planner

