



# LEBANON PLANNING COMMISSION MEETING MINUTES

June 26, 2024 at 6:00 PM

Santiam Travel Station – 750 3rd Street, Lebanon, Oregon

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## MISSION STATEMENT

*The City of Lebanon is dedicated to providing exceptional services and opportunities that enhance the quality of life for present and future members of the community.*

### 6:00 PM – REGULAR SESSION

#### CALL TO ORDER / FLAG SALUTE

#### ROLL CALL

##### PRESENT

Chair Don Robertson  
Vice-Chair Lory Gerig-Knurowski  
Karisten Baxter  
Kristina Breshears  
Dave McClain  
Alternate Don Fountain  
Alternate W. Marcellus Angellford

##### ABSENT

Alternates Shyla Malloy and Michael Miller

##### STAFF

Interim City Manager/Engineering Services Director Ron Whitlatch  
Community Development Director Kelly Hart  
City Attorney Tre Kennedy

#### MINUTES

1. None

#### CITIZEN COMMENTS – None

#### COMMISSION REVIEW

2. Public Hearing - Planning File S-24-03  
A proposed five-lot subdivision for the property at 810 Kees Street (12S02W15CD00500)

City Attorney Kennedy reviewed the public hearing process.

The public hearing was opened. There was no ex parte, conflict of interest, or bias declared by the Commissioners.

Community Development Director Hart presented the staff report. Regarding Commissioner Angellford's question about the timeline on the widening of Kees Street, CDD Hart explained that the project involves installing a sidewalk and expanding that side of the street, which will be widened to its full width as development occurs on the opposite side.

Chair Robertson inquired about the discrepancy in square footage between the staff report's background section and the applicant's narrative. CDD Hart clarified that the applicant's narrative included the storm drain easement area, which City code does not exclude from the net lot area.

Chair Robertson asked about the narrative's mention of the minimum lot size of 3500 square feet for the residential mixed density zone. CDD Hart said that this requirement applies to residential mixed density zero lot line developments. However, since a duplex is being proposed, the project must meet the requirements for a duplex-type development.

Applicant's Testimony: Josh Mitchell made himself available to answer questions. He confirmed for Chair Robertson that he plans to build duplexes.

Testimony in Favor: None

Testimony in Opposition: None

The public hearing was closed.

Motion to Approve by Commissioner Angellford. Seconded by Commissioner Fountain.

Voting Yea: Chair Robertson, Vice-Chair Gerig-Knurowski, Commissioners Baxter, Breshears, McClain, Fountain and Angellford

### 3. Public Hearing - Planning File AR-24-04

A proposed modification to an approved project (AR-23-04) to expand the footprint of the convenience store building approved for the property at 911 W Airport Road (12S02W15BD01000).

The public hearing was opened. There was no ex parte, conflict of interest, or bias declared by the Commissioners.

CDD Hart presented the staff report.

Applicant's Testimony: Brian Vandetta, Udell Engineering, the applicant's representative, said that this aligns with the prior approval. The applicant realized post-approval that there was potential to achieve a larger footprint.

Testimony in Favor: None

Testimony in Opposition: None

The public hearing was closed.

In response to Chair Robertson's question about why this request did not fall under administrative review, CDD Hart explained that according to the development code, project modifications must be reviewed by the original approving authority.

Motion to Approve by Commissioner Fountain. Seconded by Commissioner McClain.

Voting Yea: Chair Robertson, Vice-Chair Gerig-Knurowski, Commissioners Baxter, Breshears, McClain, Fountain and Angellford

## **COMMISSION BUSINESS AND COMMENTS**

There will not be a Planning Commission meeting in July.

Staff is working on Housing Production Strategy code amendment updates. The first project advisory committee meeting will be held in July. A joint Planning Commission/City Council meeting is set for August 14 at 5:00 p.m.

Chair Robertson requested an update on the Stoltz Hill/Airport Road signal. Engineering Services Director Whitlatch identified right-of-way purchased. A final review of the drawings is scheduled within the next two weeks. Signal poles are being ordered and the hope is to begin

construction in the fall or early winter. The closure of Airport Road is planned for next summer after school is out of session.

Chair Robertson asked for clarification on the fire department conditions for the first agenda item. CDD Hart explained that the new layout required installation of a fire hydrant. ESD Whitlatch explained the reasons behind the Fire Marshal having discretionary approval.

There was discussion about Lebanon Local's Dairy Queen article.

## **ADJOURNMENT**

The meeting adjourned at 6:28 PM.