



CITY OF SWEET HOME PLANNING COMMISSION MINUTES

December 07, 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.

Call to Order 6:32

Roll Call of Commissioners

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

Staff: Blair Larsen, CEDD Director; Angela Clegg, Associate Planner; Joe Graybill, Staff Engineer

Visitors: Eric Lund, 6321 Lakepoint Way, Sweet Home, OR 97386
Hayden Wooten, Reece & Associates, Inc., 321 1st Ave E, Suite 3A, Albany, OR 97321
David Reece, Reece & Associates, Inc., 321 1st Ave E, Suite 3A, Albany, OR 97321

Public Comment. None

Meeting Minutes: November 2, 2020

Commissioners Comments: None

Commissioner Stephens moved to approve the November 2020 meeting minutes as presented.

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

Question was called by roll call vote:

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

Motion Passed (4) Ayes to (0) Nays, (2) Absent, (1) Abstained

Public Hearings

Application SD20-02: The applicant is requesting to subdivide an approximately 8.76-acre property into forty-six lots ranging from 5,006 to 13,644 square feet. The proposed subdivision's average lot size is 6,221 square feet. The applicant will complete the subdivision in two phases of development. Approximately 1.71 acres shall be dedicated as public right-of-way for new local streets to serve the proposed subdivision. An additional 0.41 acres will be reserved as Tracts for stormwater detention facilities. The proposed subdivision is in the Residential High Density (R-2) Zone per Zone Map Amendment Application ZMA 20-01 approved by City Council Ordinance Bill No. 9 for 2020, Ordinance No. 1288, dated June 23, 2020.

Personal Bias: none

Conflict of Interest: none

Exparte Information: none

Comments/Discussion:

Associate Planner Clegg read a summary of the staff report.

Staff Engineer Graybill stated verbiage needing to be added to Condition Approval #4.

Commissioners discussed street and sidewalk widths with staff.

Commissioners discussed the fire lane and access to the property north of subject property.

PUBLIC HEARING OPENED AT 7:10 PM

Applicant Testimony:

Eric Lund testified on behalf of his application. Stated to the Commissioners that he plans to construct 1,000 to 2,000 square foot homes.

Hayden Wooten and David Reece, from Reece and Associates, added to the applicant's testimony. They stated that Shaw & Associates were contacted for a wetland delineation. The completed delineation will be submitted to DSL and the Corp of Engineers when complete. Reece and Associates will work with staff on the Osage and 44th Avenue improvements.

Mr. Lund and Reece and Associates agreed to the Conditions of approval.

The Commissioners discussed the street widths with the applicants

Testimony in Favor: none

Testimony in Opposition: none

Neutral Testimony: none

Rebuttal: none

PUBLIC HEARING CLOSED AT 7:25 PM

Commissioners Discussion:

Commissioner Journey discussed the width of the roadway. Staff engineer Graybill discussed the process for determining the widths. Graybill explained the TSP and Chapter 16 roadway requirements. Graybill stated that the Fire District Chief will be contacted for approval.

The Commissioners and staff continued discussions regarding roadway widths and sidewalk criteria. The Commissioners requested consistency and connectivity.

PUBLIC HEARING REOPENED AT 7:43 PM**Applicant Testimony:**

Reece and Associates stated that they aren't opposed to fire standards on 44th Avenue, having wider streets opposed to beauty strips, and agree with the street widths discussed by Commissioners and staff.

PUBLIC HEARING CLOSED AT 7:48 PM**Commissioners Discussion:**

Commissioner Wothuis asked about the access to the northern portion of the property. Staff Engineer Graybill stated that there is an access easement through the water treatment plant.

Commissioners agreed to the discussed 28-foot-wide roadways and removing the beauty strips.

Street naming will be worked out with Staff and the Applicant.

Discussion whether the fire lane needs to be finished. Staff Engineer agreed with Recce and associates that not all the fire lane needs to be built out at this time.

Discussion about the installation of sidewalks on the south side of the easement along lots #9 and #10.

Commissioner Unger moved to approve application SD20-02 and thereby permit the Subdivision, adopting the findings of fact listed in Attachment A of the staff report, including the updated Conditional of Approval #4, The deletion of Condition of Approval #10, and the addition of Condition of Approval #14, the setting of a 12-day appeal period from the date of the mailing of the decision, and hereby direct staff to prepare an order to be signed by the Chair to memorialize this decision.

Commissioner Journey seconded the motion to approve with conditions.

Question was called by roll call vote:

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

Motion Passed (5) Ayes to (0) Nays, (2) Absent

Application ZMA20-04: The applicant is proposing to change the Zoning Map in an area consisting of approximately 87,962 square feet (1.96 acres) located approximately 300 feet north of the Main Street and 9th Avenue intersection, Sweet Home, OR 97386 (13S01E31BD Tax Lot 401). The Sweet Home Zoning Map is proposed to change from the Highway Commercial (C-1) Zone to the Residential High Density (R-2) 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. Application ZMA20-04 is being filed simultaneously with Application PD20-02. Application PD20-02 is pending the approval of Application ZMA20-04.

Personal Bias: none

Conflict of Interest: none

Exparte Information: none

Comments/Discussion:

Associate Planner Clegg read a summary of the staff report

Commissioners and staff discussed proposed use, the possible commercial uses of the property, and the natural resource restrictions.

Staff addressed the public comments regarding the sale of the property. It is not based on criteria and was not discussed in the staff report.

PUBLIC HEARING OPENED AT 8:30 PM

Applicant Testimony: none

Testimony in Favor: none

Testimony in Opposition: none

Neutral Testimony: none

Rebuttal: none

PUBLIC HEARING CLOSED AT 8:31 PM

Commissioners Discussion:

No further discussion

Commissioner Unger moved to approve application ZMA20-04 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, January 12, 2021 at 6:30 PM and make a decision on the application.

Commissioner Journey seconded the motion to approve and recommend to the City Council.

Question was called by roll call vote:

Chairman Parker:	Aye
Commissioner Wolthuis:	Nay
Commissioner Gatchell:	Absent
Commissioner Stephens:	Aye

Commissioner Journey:	Aye
Commissioner Korn:	Absent
Commissioner Unger:	Aye

Motion Passed (4) Ayes to (1) Nays, (2) Absent

Application PD20-02: The applicant is requesting a Planned Development Overlay Zone on an approximately 87,962 square foot (1.96-acre) property. Access to the subject property from 9th Avenue will be through a proposed access easement across Tax Lot 303, which is also owned by the applicant. The applicant is proposing to develop 7 single-family lots on the subject property (see the attached site plans). Through the planned development process, the applicant is proposing to modify the minimum lot size, minimum lot width, front setback, and street yard setback standards shown on the attached site plans. A Planned Development zone is an overlay zone that can be applied in conjunction with any other zone designation. Although this overlay designation permits modifications to the site development standards of the underlying zone standards, it does not permit changes in uses specified by the underlying zone [SHMC 17.48.020]. As proposed, Tract 'A' will protect environmentally sensitive areas of the site and provide common open space amenities for the planned development. The subject property is in the Highway Commercial (C-1) Zone. Application PD20-02 is pending the approval of Application ZMA20-04 amending the zoning designation from Highway Commercial (C-1) zone to the Comprehensive Plan Map designation of Residential High Density (R-2) zone. Application ZMA20-04 will be filed simultaneously.

Personal Bias: none
Conflict of Interest: none
Exparte Information: none

Comments/Discussion:

Associate Planner Clegg read a summary of the staff report.

Commissions asked staff about the proposed setbacks, driveways and house sizes. Staff explained the R-2 and Planned Development criteria.

PUBLIC HEARING OPENED AT 9:03 PM

Applicant Testimony: none

Testimony in Favor: none

Testimony in Opposition: none

Neutral Testimony: none

Rebuttal: none

PUBLIC HEARING CLOSED AT 9:04 PM

Commissioners Discussion:

Commissioners discussed continuing the hearing so that they can have the opportunity to ask the applicant questions.

Commissioner Unger moved to continue the public hearing for application PD20-02. The public hearing will be continued at the Planning Commission meeting on January 4, 2021 at 6:30 PM.
Commissioner Journey seconded the motion to continue the public hearing.

Question was called by roll call vote:

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

Motion Passed (5) Ayes to (0) Nays, (2) Absent

Staff Updates on Planning Projects:

Code Revision Update

CEDD Director Larsen gave an update to the Commissioners.

Pending Applications

Associate Planner Clegg gave an update on pending applications

2021 Planning Commission Meeting Schedule and Deadlines

Associate Planner Clegg presented the 2021 Planning Commission Deadline and meeting calendar. The Commissioners approved with a change to July. Clegg will update and send out to the Commissioners.

Adjournment 9:28 PM