



CITY OF SWEET HOME PLANNING COMMISSION MINUTES

July 02, 2026, 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 and Pledge of Allegiance

The meeting was called to order at 6:30 PM

Roll Call of Commissioners

PRESENT

Vice Chair Brandy Wysong-Frick
Commissioner Joe Graybill
Commissioner Daniel Tiel
Commissioner Nancy White

ABSENT

Chairperson Laura Wood
Commissioner Henry Wolthuis

STAFF:

Angela Clegg, Planning and Building Manager
Adam Leisinger, Special Projects Manager

Public Comment. None

Meeting Minutes:

- a) 2026-05-21 Planning Commission Meeting Minutes

A motion to approve May 21, 2026, meeting minutes was made by Commissioner White and seconded by Commissioner Graybill. The motion carried by the following vote:

Voting Yea: Vice Chair Wysong-Frick, Commissioner Graybill, Commissioner Tiel,
Commissioner White

Voting Nay: None.

Absent: Chairperson Wood, Commissioner Wolthuis

Public Hearings

- a) VR26-04 Staff Report Presented to the Planning Commission

The Public Hearing was opened at 6:33 PM

Vice Chair Wysong-Frick asked the Commissioners if they had any personal biases, conflicts of interest, or ex-parte information. All commissioners answered no to any personal biases or conflicts of interest.

Vice Chair Wysong-Frick asked Manager Clegg to present the staff report. Manager Clegg reported that the applicant is requesting approval of a Variance to allow the use of a Development Agreement in place of constructing the required half- street improvements on 46th Avenue and Kalmia Street. The intent is to maintain the existing development pattern of the surrounding neighborhood.

The property is located in the Residential Low Density (R- 1) zone. The applicant plans to pursue a future land division consistent with SHMC 17.58, 17.98, or 17.72.040. The site is not located within a special flood hazard area and contains no mapped wetlands, though the Statewide Inventory indicates the presence of hydric soils, which are commonly associated with areas where wetlands may occur.

The property has access from both Kalmia Street and 46th Avenue. City utilities are available to the existing dwelling. Both streets have dedicated rights- of- way but only about twenty feet of pavement and lack sidewalks, curbs, and stormwater drainage. Staff notes that under SHMC 17.42.050(A)(4), corner lots located on streets without existing urban improvements are typically required to construct half- street improvements that would establish the line and grade for the block.

In reviewing the criteria for a variance under SHMC 17.106.060, staff finds the following:

Staff finds that the applicant is requesting the minimum variance necessary and that no development is proposed at this time. Staff recommend a condition of approval requiring that all applicable building code and engineering standards be met at the time of future development.

Conclusion: The application shall be subject to compliance with the conditions listed below, as required by the findings of fact presented in the Review Criteria (Section III), above. Any modifications to the conditions listed below would require approval in accordance with provisions of law (e.g., variance, subsequent land use application, etc.).

Conditions of Approval:

Planning Commission Action: The Planning Commission will hold a public hearing at which it may either approve or deny the application. If the application is denied, the action must be based on the applicable review and decision criteria. Staff recommend that the Planning Commission's decision on this matter be subject to a 12-day appeal period from the date that the decision is mailed. After the Planning Commission makes a decision, staff recommend that the Planning Commission direct staff to prepare an Order that is signed by the Chairperson of the Planning Commission. The Order shall memorialize the decision and provide the official list of conditions (if any) that apply to the approval; if the application is approved.

Motion: After opening of the public hearing and receiving testimony, the Planning Commission's options include the following:

Move to approve application VR26-04 and thereby permit the variance for the subject lot located at 1178 46th Avenue, Sweet Home, OR 97386; Identified on the Linn County Assessor's Map as 13S01E33AD Tax Lot 04500; adopting the Findings of Fact listed in Section III of the staff report, 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.

Move to deny application VR26-04 for the subject lot located at 1178 46th Avenue, Sweet Home, OR 97386; Identified on the Linn County Assessor's Map as 13S01E33AD Tax Lot 04500; adopting the following Finding of Fact (specify), 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.

Move to continue the public hearing to a date and time certain (specify); or

Other

Manager Clegg closed the staff report presentation and asked if the planning commissioners had any questions.

Commissioner Graybill asked Manager Clegg if staff have evaluated how many surrounding properties in the district along Kalmia have existing development agreements. Manager Clegg responded that staff have been looking into and trying to find development agreements but is unable to say what has been found and does not have that data available.

Vice Chair Wysong-Frick asked about what a development agreement is. Manager Clegg explained that it is an agreement that if down the line development triggers on that street they will pay and do their portion rather than making them do it now they would do it when the whole street gets ready to be developed.

Applicant Testimony: Tristan Nichols gave testimony that he has been interested in the property for some time, after moving forward with purchasing it and doing his due diligence. He went door to door within 300 ft of the property and spoke to the neighbors if they would be opposed to the variance being approved. He stated that the neighbors were appreciative of him wanting to clean up the property. Tristan explained that the neighborhood currently has a country feel inside city limits and the reason behind requesting the variance is to keep the look and feel of the neighborhood.

Commissioner Questions of the Applicant:

Commissioner White asked the applicant if he has plans to divide and develop it immediately. The applicant responded yes in the near future but not immediately. He does not have specific plans, but the process would be to get an engineering company to divide the land, then pay any SDC fees, and then move forward with building. Tristan shared that whether those properties were listed for sale in the future is undetermined, but the existing building would be taken down and the lot cleaned up.

Testimony in favor: None

Testimony in opposition: None

Neutral Testimony: None

The Public Hearing was closed at: 6:50 PM

Discussion of the Commissioners:

Vice Chair Wysong-Frick commented that she lives in the area and there are no sidewalks currently. Having partial sidewalks would look out of place. Commissioner Graybill added the nearest sidewalk is 500 feet away on the new subdivision off 45th Ave. He reiterated that they are best used as a community wide development.

Commissioner Tiel commented that his primary concern was when development of sidewalks, curbs, and gutters does happen that we need to prepare for water runoff and storm water drainage. He then stated that it seems like the variance is needed for the property to exist in its current form without development.

Discussion continued on the current state of the neighborhood and future surface development.

A motion to approve Application VR26-04 was made by Commissioner Graybill and was seconded by Commissioner Tiel. The motion was carried by the following vote:

Voting Yea: Vice Chair Wysong-Frick, Commissioner Graybill, Commissioner Tiel, Commissioner White

Voting Nay: None.

Absent: Chairperson Wood, Commissioner Wolthuis

Staff Updates:

Manager Clegg provided an update on the foothill subdivision that was approved a couple of years ago. The project was stalled due to the finding of wetlands. They had to have a wetland delineation that just came back. It is being redesigned to comply with the conditions of approval of the old subdivision and just do a revision.

On 43rd Avenue staff are still waiting for some last-minute bullet tasks to be completed before building starts. Final plats should be seen for that subdivision soon.

Planning Commission Business None

Adjournment

The meeting was adjourned at 7:02 Pm

Brandy Wysong-Frick, Vice Chairperson
Sweet Home Planning Commission

Respectfully submitted by Angela Clegg, Planning & Building Manager