



# CITY OF SWEET HOME PLANNING COMMISSION MINUTES

September 07, 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.

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## 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: 246 156 257#

## Call to Order and Pledge of Allegiance

The meeting was called to order at 6:30 PM

## Roll Call of Commissioners

### PRESENT

Laura Wood  
Jamie Melcher  
Henry Wolthuis  
Eva Journey  
Todd Branson  
Mary White

### ABSENT

Jeff Parker, excused

### STAFF

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

### GUESTS

Lynn Piha, 2887 South 7th Place, Lebanon, OR 97355  
James Hurley, PO Box 903, Albany, OR 97321

## Public Comment.

None

## Meeting Minutes:

- a) 2023-07-06 Planning Commission Meeting Minutes

Motion to approve the minutes was made by Commissioner Melcher, seconded by Commissioner Journey.

Yea: 6

Nay: 0  
Absent: 1

## Public Hearings

a) Application CU23-02 Staff Report

The public hearing was opened at 6:36 PM

Commissioner read the application summary and asked of the Commission if there were any ex parte, conflicts of interest, or personal bias, Commissioner Wolthuis stated that he drove by the property.

Associate Planner Clegg gave the staff report and stated that applicant is requesting a conditional use permit to construct a metal RV cover. The applicant is applying for a Conditional Use per SHMC Chapter 17.10.040(I) Secondary use on a lot without a primary use. Tax Lot 300 contains approximately 17,129 square feet and is in the Residential Low Density (R-1) Zone.

The Commissioners asked questions of Staff.

Applicant Testimony: Lynn Piha of 2887 South 7th Place, Lebanon, OR 97355, testified on behalf of his application.

The Commissioners discussed the application with the applicant.

Testimony in favor: None

Testimony in opposition: None

Neutral testimony: None

The public hearing was closed at 7:02 PM

The Commission discussed the application and testimony.

A motion to approve Conditional Use Application CU23-02, with a revised Condition of Approval requiring the method of anchoring of the carport be approved by the Building Official, was made by Commissioner Wood, seconded by Commissioner Melcher.

Yea: 6

Nay: 0

Absent: 1

b) Application VR23-03 Staff Report

The public hearing was opened at 7:06 PM

Commissioner read the application summary and 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 applicant is seeking a variance to allow for a 3-foot front yard setback to the carport (Larch Street), a 19-foot setback from the street side (22nd Avenue) and to allow for 2 instead of 4 off-street parking spaces aside from the carport. The subject property is zoned Commercial Highway (C-2). The Comprehensive Plan Designation is High Density Residential (R-3). Per the SHMC amendments approved on July 25, 2023, duplexes shall be allowed as a permitted use in the C-2 zone, effective August 24, 2023. The minimum setbacks in the C-2 Zone are as follows: front yard 20 feet and street side 20 feet [SHMC 17.20.050]. Two off-street vehicle parking spaces required for a duplex [SHMC 17.44.060(A)].

The Commissioners asked questions of Staff.

Applicant Testimony: James Hurley, PO Box 903, Albany, OR 97321 testified on behalf of the application.

The Commissioners discussed the application with the applicant

Testimony in favor: None  
Testimony in opposition: None  
Neutral testimony: None

The public hearing was closed at 7:36 PM

The Commission discussed the application and testimony. The applicant was asked to return to the front for further questions.

The public hearing was reopen at 7:44 PM

The Commissioners further discussed the application with the applicant.

The public hearing was closed at 7:50 PM

A motion to continue the public hearing of Conditional Use Application VR23-03 to September 21, 2023 was made by Commissioner White, seconded by Commissioner Melcher.

Yea: 6

Nay: 0

Absent: 1

### **Staff Updates:**

Associate Planner Clegg gave an update on pending applications P23-02 4122 Hwy 20 and P23-03 on 13th Avenue (a SB 458 partition).

Associate Planner Clegg announced her new position with the City and that she will be training a new Associate Planner when hired.

CEDD Director Larsen gave an update on the Transportation System Plan (TSP), Master Parks Plan, and the downtown painting project.

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

None

### **Adjournment**

The meeting was adjourned at 8:10 PM

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Henry Wolthuis, Vice Chairperson  
Sweet Home Planning Commission

Respectfully submitted by Angela Clegg, Associate Planner