



# CITY OF SWEET HOME PLANNING COMMISSION MINUTES

November 17, 2022, 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: 379 062 887#

## Call to Order and Pledge of Allegiance

The meeting was called to order at 6:31 PM.

## Roll Call of Commissioners

### PRESENT

David Lowman  
Eva Journey  
Greg Stephens  
Jeffrey Parker  
Henry Wolthuis  
Jamie Melcher  
Laura Wood

### STAFF

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

### GUESTS

Joshua Victor, 44004 Wiley Creek Road, Sweet Home, OR 97386

**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.

## Public Hearings

- a) Application CU22-13 Staff Report

The Public Hearing was opened at 6:32 PM

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

Staff Report: Associate Planner Clegg gave the staff report and stated that the applicant is requesting a conditional use permit to allow for the conversion of the existing office building to a residence for a site watchman. The office building is located near the corner of 22nd

Avenue and Tamarack Street. Per SHMC Chapter 17.60.030(D) a conditional use is required for residential uses not related to or conjunction with a recreation development. Tax Lot 2200 contains approximately 6,400,358 square feet (146.68 acres) and is in the Recreation Commercial (RC) Zone.

Wood asked for clarification on the DEQ findings. Larsen explained the No Further Action Order issued by DEQ and the restrictions associated with the Order and the proposed use. Wolthuis asked if there is a time frame for the DEQ conditions to be lifted. Larsen explained the conditions and restrictions according to the use of the property. There is not an expiration date for lifting the restrictions. If the applicant wishes to have them removed in the future, there would need to be additional testing and approval by DEQ.

Applicants Testimony: Joshua Victor, 44004 Wiley Creek Drive, Sweet Home, OR 97386 testified on behalf of the application and explained the reason for the conditional use application. Victor described the proposed structure and the time for which it will be used.

Lowman asked Victor to describe the watchman's role. Victor explained that he will be the watchman on site. Wood asked for clarification on how the monitoring will work at night. Victor explained his proposed security process. Victor gave the Commission examples of negative activities that have been taking place on the site and his proposal to deter further negative activities. Larsen explained to the Commission that no permits have been issued for the proposed building and the list that was provided by the building official was a typical list for a change of use. There was further discussion about the building department requirements and what will need to be approved to obtain a Certificate of Occupancy for the proposed use. There was further discussion about the watchman's role, use of the structure and the restrictions associated with the proposed use. Commissioners asked about existing amenities in the building. Victor described the interior of the building. There was additional discussion regarding the security measures and who would be residing in the proposed structure as the watchman.

Testimony in favor: None

Testimony in opposition: None

Neutral Testimony: None

The public hearing was closed at 7:06 PM

Lowman asked if there would be a time frame for the watchman. Parker stated that there is not a time frame at this time. Larsen stated that it will depend on the development of the property and a time frame would not be realistic. Journey asked for clarification on the change of use from commercial to residential and then return to commercial once a watchman is not needed. Larsen explained the process, what is allowed in the zoning, and what is required by the building department for the various uses. Journey expressed her concern regarding the restrictions and the DEQ comments pertaining to using the property for residential use. Larsen explained how the contamination can be mitigated for the proposed use by capping. Larsen explained the process for capping the area. Wood is concerned about the contamination and the use of the property as a residence and future inhabitants of the structure not knowing about restrictions. There was discussion about the liability and responsibility of the proposed residential use and restrictions being communicated to future residents. There was further discussion about the restrictions. Stephens stated that he felt the proposed use is a legitimate reason to keep a presence there and keep trespassers off the property. Wolthuis discussed what level of security is appropriate. Larsen clarified that the application is for a conditional use to allow for residential use in a commercial building.

Motion to approve the application was made by Wolthuis, seconded by Stephens.

Voting Yea: 6

Voting Nay: 1

**Staff Updates on Planning Projects:**

Clegg gave an update on pending Land Use applications. She informed the Commissioners that there will be an amendment to the updated planning code soon to correct any errors that were found during the upload.

Jurney asked staff about food cart criteria. Clegg updated the Commissioners on the food cart code draft that she is working on.

Larsen informed the Commissioners that there has been a request for a street vacation that will come before the Planning Commission. There will be a Housing Needs Analysis presentation at the December 1st Planning Commission meeting. Staff is working on the TSP and the Commission should see something soon.

**Round Table Discussion** (Commission comments about topics not listed on the agenda).

Melcher asked about the Mountain Fir Street dedication and sidewalk recommendation by the Planning Commission. Larsen gave an update on the City Council decision. There was further discussion about the decision and the approval process for the street dedication.

**Adjournment**

The meeting was adjourned at 7:45 PM

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Jeffrey Parker Chairperson  
Sweet Home Planning Commission

Respectfully submitted by Angela Clegg, Associate Planner