



CITY OF SWEET HOME PLANNING COMMISSION MINUTES

September 01, 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.

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 541-367-5128, choose option #1 and enter the meeting ID to be logged in to the call. Meeting ID: 947 077 522#

Call to Order and Pledge of Allegiance

The meeting was called to order at 6:30 PM.

Roll Call of Commissioners

PRESENT

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

ABSENT

Laura Wood

STAFF

Associate Planner Angela Clegg
Staff Engineer Joe Graybill

GUESTS

Katherine Thrash, 1118 47th Avenue, 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.

None

Meeting Minutes:

- a) August 4, 2022 Planning Commission Meeting Minutes
Motion to approve the minutes made by Melcher, seconded by Wolthuis.
Voting Yea: 6
Voting Nay: 0
Absent: 1

The location of the meeting is accessible to the disabled. If you have a disability that requires accommodation, advanced notice is requested by notifying the City Manager's Office at 541-367-8969.

Public Hearings

Application AX ZC22-01: This is an application to annex an approximately 174,896 square foot (3.97-acre) property, located in the City of Sweet Home's Urban Growth Boundary, into the City limits of Sweet Home. The application also requests to change the zoning of the property from Linn County's Urban Growth Area-Farm/Forest Zone to the City of Sweet Home's Low Density Residential (R-1) Zone.

Proposed Mountain Fir Dedication of Right-of-Way: continuation of the August 4, 2022 Public Hearing.

a) Application AX ZC 22-01 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 Angela Clegg gave the staff report and stated the applicant is asking to annex an approximately 174,896 square foot (3.97-acre) property, located in the City of Sweet Home's Urban Growth Boundary, into the City limits of Sweet Home. The application also requests to change the zoning of the property from Linn County's Urban Growth Area-Farm/Forest Zone to the City of Sweet Home's Low Density Residential (R-1) Zone. Staff Engineer Joe Graybill corrected his comments in the Staff Report presented to the Planning Commission. Graybill clarified that that the property has city sewer service available in 47th Avenue. At this time however, the property is not connected for use, and is on a private septic system. Water is available also at the corner of 47th Avenue and Kalmia Street, but also is not currently connected.

Commissioners Discussion: Journey asked for clarification of the boundary lines on the maps provided in the packet. Graybill clarified the boundaries. There was further discussion regarding the City limits and urban growth boundary.

Applicant's Testimony: Katherine Thrash testified on behalf of her application. Thrash is wanting to hook up to City services and informed the Commission that her existing septic system has failed and her well is drying up. Wolthuis asked the applicant what her plans are for the property. The applicant stated that she hopes to separate the property into two tax lots.

Testimony in opposition: none

Testimony in favor: none

Neutral testimony: none

The public hearing was closed at 6:49 PM

Commission discussion: Parker stated that the applicant is correcting a past mistake, and this will fix zoning issues in the area. Wolthuis stated that he didn't see a reason not to approve the application.

Motion to recommend the application to City Council was made by Melcher, seconded by Lowman.

Voting Yea: 6

Voting Nay: 0

Absent: 1

b) Mountain Fir Dedication of Right-of-Way Proposal

c) Mountain Fir Dedication of Right-of-Way Memo

The public hearing was opened at 6:51 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 reminded the Commission that it is a continuation of the August 4, 2022 Public Hearing. Clegg read the memo from CEDD Director Larsen.

Commission discussion: Parker asked if the sidewalk would be built at all. Clegg explained the development agreement process and what would trigger the sidewalk being built. Parker asked about the ownership of the eastern property and if they will be responsible for the installation of the sidewalk. When the vacant land to the east is developed, they will be required to install the sidewalk with the development. Graybill confirmed the development agreement process. Parker asked if the property is sold, will the development agreement remain in place with the new owner. Graybill stated that it would. Stephens asked if the street would have been a public street when the original development was first put in, would the sidewalk have been installed. Graybill state that it would have. Clegg stated that it was developed as a planned development. Journey asked who would initiate the development agreement. Graybill stated that the CEDD department creates the agreement and when development occurs, the City would initiate the development agreement criteria. Graybill stated that the agreement is attached to the right-of-way agreement and to the property at the east end of Mountain Fir Street. Graybill explained the process for the development agreement. The Commissioners and staff further discussed sidewalk standards throughout Sweet Home. Wolthuis stated that if the owner is willing to accept the maintenance and landscaping on both sides of the road, he would be in favor of the development agreement. Stephens stated that the sidewalk on the north side of Mountain Fir Street has many driveways that people have to walk over versus a sidewalk built on the south side of Mountain Fir Street that would have no driveways. The driveway slopes and car traffic can be a deterrent to older people.

The Public Hearing was closed at 7:04 PM

A motion to approve the Dedication of Mountain Fir Street and recommend it to City Council was made by Wolthuis, there was no second.

A motion to approve the Dedication of Mountain Fir Street per the Mosaic memo dated September 21, 2022, directing staff to prepare a Development Agreement with Mosaic, and recommend it to City Council was made by Melcher, Seconded by Journey.

Roll Call Vote Yea: Melcher, Journey

Roll Call Vote Nay: Wolthuis, Parker, Stephens, Lowman

Absent: Wood

Commissioner Melcher made a motion to open the public hearing back up at 7:14 PM, Seconded by Wolthuis.

Roll Call Vote Yea: Melcher, Wolthuis, Parker, Stephens, Journey Lowman

Roll Call Vote Nay: None

Absent: Wood

The Commissioners discussed the options for approving the Dedication of Mountain Fir Street.

A motion to approve the Dedication of Mountain Fir Street and recommending it to City Council, including the construction of a sidewalk and maintenance of landscaping on both sides of the road, Seconded by Stephens.

Roll Call Vote Yea: Lowman, Journey, Stephens, Parker, Wolthuis, Melcher

Roll Call Vote Nay: None

Absent: Wood

The Public Hearing was closed at 7:17 PM

Staff Updates on Planning Projects:

Clegg gave an update on current projects.

Adjournment

The meeting was adjourned at 7:18 PM

Jeffrey Parker Chairperson
Sweet Home Planning Commission

Respectfully submitted by Angela Clegg, Associate Planner