



City of Sweet Home

Community and Economic Development Department- Planning Program
3225 Main Street, Sweet Home, OR 97386 541-367-8113

STAFF REPORT PRESENTED TO THE PLANNING COMMISSION

REQUEST

The applicant is requesting an extension of the approval period for the Final Plat of a previously approved multi-phase subdivision. The project includes the creation of residential lots and storm water tracts over four phases and requires an extension to allow additional time for completion of required engineering, construction, and platting work for Phase I.

BACKGROUND

The subdivision was approved to be developed over four phases and includes a total of:

- Phase 1: 41 residential lots and 1 storm water tract
- Phase 2: 43 residential lots and 1 storm water tract
- Phase 3: 46 residential lots and 2 storm water tracts
- Phase 4: 27 residential lots

Lot sizes range from approximately 7,029 square feet to approximately 28,907 square feet. All lots are eligible for development with single-family dwellings or duplexes, consistent with SHMC 17.10.020(A-B). The properties are located within the Residential Low Density (R-1) Zone.

The applicant is requesting an extension under SHMC 17.110.080 to allow additional time to complete the requirements for final plat approval and recording.

REVIEW

The Planning, Building and Public Works Departments reviewed the request and provided comments and required conditions (referenced in Section II of the original staff report). These requirements include compliance with City engineering design standards, stormwater requirements, utility installation standards, street standards, inspection procedures, and as-built documentation.

CONCLUSION

Staff finds that the request for extension is consistent with SHMC 17.90.050 and 17.110.080 and that an extension will allow the applicant to complete necessary construction, obtain all required permits, and finalize plat recording without altering the approved subdivision configuration.

The recommended conditions below ensure that all public improvements, utility installations, stormwater facilities, and final plat documentation continue to meet City standards.

SD23-01 RECOMMENDED CONDITIONS OF APPROVAL

1. The final configuration of lots shall substantially conform to the plot plan included as Attachment B. Phasing, lot counts, stormwater tracts, and lot sizes shall remain as previously approved. All lots shall meet the permitted uses in SHMC 17.10.020(A-B) within the R-1 Zone.
2. The applicant shall comply with all requirements identified by the CEDD Engineering and Public Works Engineering Department comments.
3. The applicant shall comply with all Storm Drainage and Grading requirements in SHMC 17.46.
4. The applicant shall comply with all Utility Lines and Facility requirements in SHMC 17.48.
5. The applicant shall comply with all Street Standard requirements in SHMC 17.42.
6. Property lines shall be situated so that all buildings comply with the R-1 setback requirements.

7. All public improvements shall meet City development codes and specifications, and installation shall follow the procedures in SHMC 17.58.070, including:
 - A. City approval of plans prior to commencement.
 - B. Notification to the City before starting or resuming work.
 - C. Inspection and approval by the Public Works Director or designee.
 - D. Installation of all underground utilities prior to street surfacing.
 - E. Submission of as-built drawings to Public Works upon completion.
8. Within two years of the Final Decision, the final plat (or first phase) shall be recorded with Linn County. If not recorded within two years, the preliminary approval shall lapse. All phases must be recorded within 10 years [SHMC 17.110.080(A)].
9. Final plat approval becomes effective upon recording. Approved final plats become void one year after City approval if not recorded [SHMC 17.110.080(G)].
10. The applicant shall obtain all applicable development permits, including Public Works permits, building permits, erosion control permits, a DEQ 1200-C Stormwater Permit, and any Department of State Lands permits if applicable.

STAFF RECOMMENDATION

Staff recommends **approval of the Final Plat Extension** with the conditions listed above.

ATTACHMENTS:

- A. Planning Commission Extension Request
- B. Staff Extension Requestion February 17, 2026
- C. SD23-01 Staff Report presented on February 1, 2024
- D. Decision Order approved on March 21, 2024