



CITY OF SWEET HOME PLANNING COMMISSION MINUTES

September 05, 2024, 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 971-203-2871, choose option #1 and enter the meeting ID to be logged in to the call. Meeting ID: 212 001 640 706

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
Nancy White
Joe Graybill

STAFF

Blair Larsen, Community and Economic Development Director
Angela Clegg, Planning & Building Manager
Adam Leisinger, Special Projects Manager

GUESTS

Brian Vandetta, Udell Engineering & Land Surveying, 63 E Ash St, Lebanon, OR 97355
Lorraine Mombert, 2661 Foothills Dr, Sweet Home, OR 97386
Ron Walker, 2631 Foothills Dr, 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) 2024-08-08 Planning Commission Meeting Minutes

A motion to approve the August 8, 2024 meeting minutes was made by Commissioner Melcher, seconded by Commissioner Wolthuis.

Voting Yea: 6

Voting Nay: 0

Public Hearings

- a) Application VR24-01 Staff Report

Application VR24-01 was withdrawn by the applicant.

- b) Application SD24-01 Staff Report

The public hearing was opened at 6:32 PM

Commissioner Wood read the application summary and asked of the Commission if there were any ex parte, conflicts of interest, or personal bias, there were none.

Planning & Building Manager Clegg presented the staff report.

Applicant Testimony: Brian Vandetta, Udell Engineering & Land Surveying testified on behalf of the owner. The applicant explained the reason for the late site plan submittal given to the Commissioners prior to the Planning Commission meeting.

Commissioner Melcher asked for clarification on the flag pole width of Lot 25. The applicant explained the curve of the driveway entrance and that the overall measurement is 20 feet wide. Commissioner Melcher asked the applicant if Lot 11 will absorb the storm detention lot. The applicant stated that the owner has not made that decision yet. He stated that owner does not want to form an HOA, so the applicant asked for a condition to allow option for the storm detention lot. Commissioner Melcher stated that she was pleased to see the the driveway widths. Commissioner Wood stated that she was pleased to see a plan that conforms more with the code.

Testimony in favor: None

Testimony in opposition: Ron Walker, 2631 Foothills Dr, Sweet Home, OR 97386. Mr. Walker thanked the applicant for the effort to revise the site plan. Mr. Walker asked for clarification of the paved driveway widths and asked about the maintenance of the shared driveways. Director Larsen explained the process for requiring maintenance agreements. He was also concerned about the access to Lot 22 and Lot 26. Director Larsen explained that those would be accessed by easements. Mr. Walker expressed his preference for cul-de-sacs, and asked about Fire Department comments. Manager Clegg explained that staff reaches out to the Fire District, however they are not required to comment on planning applications. Manager Clegg addressed the cul-de-sac comment stating that, per code, the City does not encourage them and that they are only allowed where no other reasonable alternative exists.

Director Larsen explained that staff plans to recommend an amendment to the code preferring cul-de-sacs over access easements. Commissioner Graybill explained different types of cul-de-sacs.

Neutral Testimony: None

The public hearing was closed at 7:14 PM

The Commission discussed the application and testimony. Commissioner Melcher stated that she liked the revised plan much better, Commissioner Wood agreed. Commissioner Melcher thanked Mr. Walker for his testimony. Commissioner Journey asked staff about the timing of the late submission of the revised site plan. Manager Clegg explained the public hearing submission rules and procedures. Director Larsen explained to the Commissioners that they can continue the public hearing if they feel they need more time to review late submissions. Commissioner Journey would like to have the topic added to a future meeting for discussion. Commissioner White stated that she felt that the revised plan addressed all of her concerns from the previous meeting. Commissioner Wolthuis expressed his opinion about cul-de-sacs.

A motion to approve Application SD24-01 and the revised site plan submitted September 5, 2024, the revisions read by staff during the staff report and a condition of approval the the Storm Detention lot either be absorbed by Lot 11 or be governed by an HOA was made by Commissioner Melcher, seconded by Commissioner White.

Voting Yea: 6

Voting Nay: 0

Staff Updates:

Director Larsen gave an update on the Parks Master Plan. The public hearing will be held September 19, 2024, and the City Council hearing will be in October.

Director Larsen told the Commissioners that there are candidates for the vacant Planning Commission seat, but the interviews haven't been scheduled yet.

Manager Clegg informed the Planning Commissioners that they will hear a conditional use application.

Manager Clegg gave an update on the Harvest Festival.

Director Larsen informed the Commission that the Housing Production Strategy joint work session with the City Council is Tuesday, September 24, 2024 at 5:30 PM, and the joint public hearing will be Tuesday, November 12, 2024 at 6:30 PM.

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

Commissioner Journey asked that the late submission be put on a future agenda for discussion. There was further discussion about timing and procedures.

Commissioner Graybill asked for a Transportation System Plan update. Director Larsen explained where the plan was in the process..

Adjournment

The meeting was adjourned at 7:31 PM.

Laura Wood, Chairperson
Sweet Home Planning Commission

Respectfully submitted by Angela Clegg, Planning & Building Manager