



CITY OF SWEET HOME PLANNING COMMISSION MINUTES

March 01, 2021, 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.

Call to Order 6:30 PM

Roll Call of Commissioners

Chairman Parker:	Present
Commissioner Wolthuis:	Present
Commissioner Stephens:	Present
Commissioner Journey:	Present
Commissioner Korn:	Present
Commissioner Goble	Absent
Commissioner Melcher	Present

Staff: Angela Clegg, Associate Planner; Blair Larsen, CEDD Director

Visitors: Grover Hubbard, 1207 44th Avenue, Sweet Home, OR 97386
Nancy Serrano-Hubbard, 1207 44th Avenue, Sweet Home, OR 97386

Public Comment: None

Meeting Minutes: January 4, 2021

Commissioners Comments: None

Question was called by roll call vote:

Chairman Parker:	Aye
Commissioner Wolthuis:	Aye
Commissioner Stephens:	Aye
Commissioner Journey:	Aye
Commissioner Korn:	Aye
Commissioner Goble:	Absent
Commissioner Melcher:	Aye

Motion Passed (6) Ayes to (0) Nays, (1) Absent,

Public Hearings:

Application CU20-07: The applicant is requesting a conditional use permit in order to establish a home occupation (home business) on their property. The home occupation would consist of the manufacture and sale of firearms that would be operated by a resident of the property within the

dwelling located on the property. The firearms will be sold primarily on-line with a small number of local sales. The applicant expects local sales to be one to two firearms per month and will be by appointment only. The applicant will be the only employee. The subject property contains approximately 5,850 square feet and is in the Residential Medium Density (R-3) Zone.

Personal Bias: None

Conflict of Interest: None

Exparte Information: None

Comments/Discussion:

Associate Planner Clegg read a summary of the staff report.

Commissioner Melcher asked if there were any similar businesses in Sweet Home.
Commissioner Journey discussed a business brought before the Commission in the past.

Commissioner Melcher asked if the police department was informed about the business.
Associate Planner Clegg stated that the police department is informed through the noticing process. No comments were received from the police station regarding the subject application.

PUBLIC HEARING OPENED AT 6:44 PM

Applicant Testimony:

Grover Hubbard testified on behalf of his application.

Commissioners Questions:

Commissioner Melcher asked the applicant about his inventory, background, and hours of operation. The applicant stated that his inventory will vary due to customer orders. The applicant stated that he has a military and security background. The applicant stated his hours of operation will be weekdays during daylight hours. Because the business is primarily on-line, he has not proposed specific hours.

Commissioner Journey asked the applicant about the number of clients to the home and the security to the home. The applicant stated that he does not know how many clients will come to his home until he gets orders. The applicant stated that he is following the Alcohol, Tobacco and Firearms (ATF) standards for security.

Testimony in Favor: None

Testimony in Opposition: None

Neutral Testimony: None

Rebuttal: None

PUBLIC HEARING CLOSED AT 6:51 PM

Commissioners Discussion:

Commissioner Wolthuis asked if the neighbors had been noticed. Associate Planner Clegg stated that the neighbors within a 300-foot buffer were noticed per code. No comments were received.

Chairman Parker discussed the neighborhood layout and concerns with traffic if local sales increased. CEDD Director Larsen stated that per code, the Commissioners can add a condition of approval if they feel it necessary. A traffic discussion ensued between the commissioners.

Commissioner Korn moved to approve application CU20-07 and thereby permit the Conditional Use, adopting the findings of fact listed in Attachment A of the staff report, the setting of a 12-day appeal period from the date of the mailing of the decision, and hereby direct staff to prepare an order to be signed by the Chair to memorialize this decision.

Commissioner Stephens seconded the motion to approve with conditions.

Question was called by roll call vote:

Chairman Parker:	Aye
Commissioner Wolthuis:	Aye
Commissioner Stephens:	Aye
Commissioner Journey:	Aye
Commissioner Korn:	Aye
Commissioner Goble:	Absent
Commissioner Melcher:	Aye

Motion Passed (6) Ayes to (0) Nays, (1) Absent

Introduction of new Planning Commissioners

Associate Planner Clegg introduced Commissioner Melcher. Commissioner Melcher gave a brief description of herself and her background.

Election of Chairman and Vice-Chairman

Commissioner Wolthuis nominated Commissioner Parker to remain as Chairman.

Commissioner Stephens nominated Commissioner Wolthuis to remain as Vice-Chairman.

Question was called by roll call vote:

Chairman Parker:	Aye
Commissioner Wolthuis:	Aye
Commissioner Stephens:	Aye
Commissioner Journey:	Aye
Commissioner Korn:	Aye
Commissioner Goble:	Absent
Commissioner Melcher:	Aye

Motion Passed (6) Ayes to (0) Nays, (1) Absent

Staff Updates on Planning Projects:

Code Revision Update

CEDD Director Larsen gave a brief update.

CEDD Director Larsen discussed updating comprehensive plan. Larsen stated that the City Council is on board, and they will look for funding.

Pending Applications

- P19-07: City of Sweet Home, 24th Avenue – on hold
- PLA21-01: Hall, The Point – Appeal period
- PLA21-02: Cadwell, Live Oak – Withdrawn
- PLA21-03: Cadwell, Live Oak – Withdrawn
- ZMA21-01: Kinzer, Hwy 20 & 44th / Storage units - Notice
- PLA21-04: Kinzer, Hwy 20 & 44th / Storage Units – Notice
- CU21-01: Kinzer, 44th, ADU above office – Notice

- CU21-02: Burton, 628 9th Ave Avenue – Notice
- CU21-03: Roberts, 2250 Ironwood - Notice

Downtown Streetscape Plan

CEDD Director Larsen gave an update on the process. Larsen informed the community that they are planning a community meeting on either March 18th or the 25th in the evening.

Planning Commissioner Comments:

Commissioner Wolthuis asked staff about the procedure to deal with burned houses. Staff informed the commissioners that they are aware of the burned properties in the area and informed the commissioners of the process. Steps have been taken on multiple properties in Sweet Home.

Adjournment at 7:23 PM

Jeff Parker, Chairperson
Sweet Home Planning Commission

Respectfully submitted by Angela Clegg, Associate Planner