



CITY OF SWEET HOME PLANNING COMMISSION MINUTES

March 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.

The Planning Commission will hold a meeting at 6:30 p.m. in the City Council Chambers at City Hall, 3225 Main Street. The City of Sweet Home is streaming the meeting via the Microsoft Teams platform and asks the public to consider this option. To view the meeting online visit live.sweethomeor.gov. If you don't have access to the internet, you can call in to +1 971-203-2871 and you'll be asked to choose option #1 to be logged in to the call. Meeting ID: 379 062 887#. This video stream and call-in options meet the requirements for Oregon public meeting law.

Call to Order and Pledge of Allegiance

The meeting was called to order at 6:34 PM

Roll Call of Commissioners

PRESENT

Laura Wood
Jamie Melcher
Jeffrey Parker
Greg Stephens
Eva Journey

ABSENT

Henry Wolthuis
David Lowman

STAFF

Associate Planner Angela Clegg
Community and Economic Development Director Blair Larsen

VISITORS

Maggie Georgilas, Pacific Bells, 111 W 39th, Vancouver, WA 98660
Jeremy Wagner, Excel Engineering, 100 Camelot Drive, Fond du Lac, WI 54935
David Gray, Pacific Bells, 111 W 39th, Vancouver, WA 98660
John Whittaker, 1600 Valley River Drive, Ste 160, Eugene, OR 97401

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.

Meeting Minutes:

- a) 2022-03-03 Planning Commission Meeting Minutes

Motion to approve the minutes made by Journey, Seconded by Melcher.

Voting Yea: Wood, Melcher, Parker, Stephens, Journey

Public Hearings

Application CU22-03: The applicant is requesting a conditional use permit to allow for a drive-in service facility in the Commercial Central (C-1) Zone. In a C-1 zone, the following uses and their accessory uses may be permitted subject to the provisions of Chapter 17.80: Any use permitted in a C-1 zone with customer drive-in service facilities [SHMC 17.32.030(E)]. The subject property is in the Central Commercial (C-1) Zone.

a) CU22-03 Staff Report

The Public Hearing was opened at 6:34 PM.

Commissioner Parker asked of the Committee if there were any Ex Parte, conflicts of Interest or Personal Bias, there was none.

Associate Planner Clegg gave a brief report and reminded the Commission that the Public Hearing is a continuation of the March 3, 2022 Public Hearing for Application CU22-03.

Maggie Georgilas of Pacific Bells, representing the applicant, addressed the concerns from the Commission at the March 3, 2022 Planning Commission meeting. Georgilas explained the Taco Bell design process and stated that the design that was submitted to the Commissioners was approved by Safeway. There was further discussion about the number of cars that could access the drive through. Commissioner Stephens asked about parking. CEDD Director Larsen reminded the Commission that the Conditional Use application is for the drive through only. Larsen stated that the parking requirement is met. Georgilas explained the parking agreement with Safeway. Commissioner Melcher and Commissioner Wood asked the applicant where Taco Bell thought the excess drive through traffic would flow, especially during peak hours. Georgilas explained that Taco Bell can't direct traffic, so the traffic flow will be determined by the customers. She stated that the property owner, John Whittaker, plans to simultaneously demolish the building to north with the building where the new Taco Bell will be located. With the demolition of the building to the north, excess traffic could be routed through the northern property. Georgilas stated that typically they see traffic flow die down and establish a pattern after the first 30 days. Whittaker confirmed that he will demolish the northern building. Commissioner Parker asked about alternate design layouts. Georgilas explained that they went through other options and the option presented was one that Safeway approved and also followed the city code requirements. Commissioner Wood asked if there would be signs to direct traffic flow. Georgilas stated that they got approval from Safeway and if traffic became a problem in the future, the property owner could adjust the property to the north to alleviate traffic flow. Whittaker agreed to Georgilas statement. Commissioner Jurney stated she appreciated that the applicants listened to the Commissions concerns. Associate Planner Clegg shared the site plan showing the existing utility layout. CEDD Director Larsen stated that staff reviewed other versions of the site layout, and considering the site restraints, felt the version in front of the Commissioners was the best option.

The Public Hearing was closed at 7:05 PM

Motion to approve the application was made by Wood, Seconded by Jurney.

Voting Yea: Wood, Melcher, Jurney

Voting Nay: Parker, Stephens

Absent: Wolthuis, Lowman

Staff Updates on Planning Projects:

Draft Code Revision Updates

- a) Article 1 and Article 2 Code Revisions
- b) Additional Code Revisions

CEDD Director Larsen discussed the Housing Needs Analysis project with the Commissioners. Larsen asked the Commission if they would like to serve as the advisory committee for the analysis. Staff and the Commissioners discuss the duties, schedule and responsibilities. The Commission agreed to act as the advisory committee.

Larsen discussed the code update next steps.

Clegg gave an update of pending planning applications.

Adjournment

The meeting adjourned at 7:36 PM

Persons interested in commenting on these issues should submit testimony in writing to the Community and Economic Development Department Office located in City Hall prior to the hearing or attend the meeting and give testimony verbally. Persons who wish to testify will be given the opportunity to do so by the Chair of the Commission at the Planning Commission meeting. Such testimony should address the zoning ordinance criteria which are applicable to the request. The Sweet Home Planning Commission welcomes your interest in these agenda items. Pursuant to ORS 192.640, this agenda includes a list of the principal subjects anticipated to be considered at the meeting; however, the Commission may consider additional subjects as well. This meeting is open to the public and interested citizens are invited to attend.

The failure of an issue to be raised in a hearing, in person or by letter, or failure to provide sufficient specificity to afford the decision maker an opportunity to respond to the issue precludes appeal to the Land Use Board of Appeals based on that issue.

A copy of the application, all documents and evidence relied upon by the applicant and applicable criteria are available for inspection at no cost and a copy will be provided at reasonable cost. A copy of the staff report will be available for inspection at no cost at least seven days prior to the hearing and a copy will be provided at reasonable cost. Please contact the Community and Economic Development Department at 3225 Main Street, Sweet Home, Oregon 97386; Phone: (541) 367-8113.

Jeffrey Parker Chairperson
Sweet Home Planning Commission

Respectfully submitted by Angela Clegg, Associate Planner