



## Community and Economic Development Department

**City of Sweet Home**  
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### PLANNING COMMISSION MEETING

June 4, 2018

CITY HALL ANNEX - COUNCIL CHAMBERS

1140 12<sup>TH</sup> AVENUE

### PUBLIC MEETING CALL TO ORDER AT 7:00 PM

#### ROLL CALL ATTENDING:

Edith Wilcox	Henry Wolthuis	Eva Journey	Thomas Herb (Absent)
Greg Stephens	Lance Gatchell	Anay Hausner	

#### STAFF:

Jerry Sorte, Community and Economic Development Director (CEDD)  
Angela Clegg, Project Assistant

#### REGISTERED VISITORS:

Larry Rodger, PO Box 597, Sweet Home, OR

#### COMMENTS FROM THE PUBLIC

*None*

#### APPROVAL OF MINUTES

Chairperson Gatchell opened discussion for corrections to the May 7, 2018 meeting minutes.

Edits Included; None

Comments Included; None

Commissioner Wolthuis moved to approve the minutes.

Commissioner Journey seconded the motion to approve.

Question was called

Aye (6)

Commissioner Wolthuis, Vice-Chairperson Hausner, Commissioner Journey, and Commissioner Stephens, Commissioner Wilcox, Chairperson Gatchell

Nay (0)

Absent (1) Thomas Herb

Motion Passed Unanimously 6 Ayes to 0 Nays 1 Absent

#### PUBLIC HEARINGS

PUBLIC HEARING OPENED AT 7:04PM

**Chairperson Gatchell stated the following;**

**The applicable substantive criteria are listed in the staff report. Testimony, arguments and evidence must be directed toward the criteria described or other criteria in the plan or land use regulation which the person believes to apply to the decision. Failure to raise an issue accompanied by statements or evidence sufficient to afford the decision maker and the parties an opportunity to respond to the issue precludes appeal to the Land Use Board of Appeals based on that issue.**

**Chairperson Gatchell stated the first public hearing will be in regards to;**

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**VR 18-03 and CU 18-07** The applicant is requesting a front property line setback variance from 20 feet to zero feet in order to add a twelve foot addition to the Full Gospel Church of Sweet Home building. The existing church building is currently located at, or in close proximity to the front property line along Main Street (Highway 20). The proposed addition would be added to the front of the building. The addition would accommodate three restrooms and a kitchen area. A setback variance is needed to accommodate the proposed addition to the existing building.

The applicant was recently approved to convert the existing building on the property to a church by Conditional Use Approval CU 18-05. The proposed addition was depicted in the material reviewed under CU 18-05. This application would also confirm that the addition may be used for church use, and that use was permitted through the prior land use review process for CU 18-05. The subject property contains approximately 1.09 acres and is located in the Commercial Highway (C-2) Zone

**Chairperson Gatchell asked the Commissioners if they had any of the below stated in regards to the application;**

**Personal Bias: None**

**Conflict of Interest: None**

**Exparte: None**

The Commission passed a previous permit for this property; CU18-05. Request for setback to go from twenty feet to zero feet. CEDD Jerry Sorte acknowledged that it is called out in the plot plan. CEDD Jerry Sorte directed the Commissioners to Section 6, draft considerations for the commissioners to use. Commissioner Gatchel asked if the existing building had a variance. CEDD Jerry Sorte informed the commissioners that it does not.

Applicant Larry Rodgers, PO Box 597, Sweet Home, OR testified that he is wanting to add twelve feet for a kitchen and bathrooms for the church. He stated that it will be beneficial for the total use of the building and doesn't feel that it will hinder views to Highway 20.

Commissioner Wilcox asked if there are existing bathrooms. Mr. Rodger stated that the current bathroom is not useful for the future use of the building, and that they have to add bathrooms per code. Once the new bathrooms are installed the existing bathroom will be turned into a storage closet.

Commissioner Wolthius asked about the one access point. He wanted to know if the applicant was going to talk to ODOT about creating a 'U' driveway and have parking access in the gated area. Mr. Rodgers stated that the current lot fits approximately 30 cars. They are going to leave the back lot gated and not use it for the time being. There is street access to the gated lot but to use it for parking would require some additional work and permitting.

CEDD Jerry Sorte stated that a question was raised about the whole building needing a setback. Sorte stated that the addition was reviewed as a variance per code. The Planning Commission previously approved conditional use permit CU 18-05; which allowed the subject property to be used for church use. See Attachment D of the staff report. The plot plan that was proposed in CU 18-05 is the same as proposed in these applications. At the time that the City reviewed CU 18-05, it was not identified that a front setback variance was also needed to accommodate the "proposed addition" that is depicted on the plot plan. The proposed addition would be approximately 12 feet by 48 feet. These applications, if approved, would remedy this situation and allow the applicant to develop their property as proposed with CU 18-05. This proposal has been given two file numbers. VR 18-03 references the criteria for the setback variance request. CU 18-07 references the criteria whereby certain modifications to existing conditional use permit approvals can be made without addressing all of the criteria for a new conditional use permit.

**Testimony in Opposition:** None

**Neutral Testimony:** None

**Rebuttal:** None

#### **PUBLIC HEARING CLOSED AT 7:16PM**

**Commissioner Wilcox** moved to approve VR 18-03 and CU 18-07.  
**Commissioner Journey** seconded the motion to approve

**Question was called**

**Aye (6)**

**Commissioner Wolthuis, Vice-Chairperson Hausner, Commissioner Journey, and Commissioner Stephens, Commissioner Wilcox, Chairperson Gatchell**

**Nay (0)**

**Absent (1) Thomas Herb**

**Motion Passed Unanimously 6 Ayes to 0 Nays 1 Absent**

#### **PUBLIC HEARING RE-OPENED AT 7:19 PM**

**Chairperson Gatchell stated the following;**

**The applicable substantive criteria are listed in the staff report. Testimony, arguments and evidence must be directed toward the criteria described or other criteria in the plan or land use regulation which the person believes to apply to the decision. Failure to raise an issue accompanied by statements or evidence sufficient to afford the decision maker and the parties an opportunity to respond to the issue precludes appeal to the Land Use Board of Appeals based on that issue.**

**Chairperson Gatchell stated the first public hearing will be in regards to;**

**LA 18-01** CEDD Jerry Sorte asked the Commissioners how they would like to implement SB1051. CEDD Jerry Sorte put it into code (Reference LA18-01). Rules take effect July 1. Under statute the City must apply state law. The Commission will make suggestions to the City Council during a public hearing June 12. Changes to the code are in the Planning Commission packet.

**Testimony in Opposition:** None

**Neutral Testimony:** None

**Rebuttal:** None

**Chairperson Gatchell** thanked the applicant.

### **PUBLIC HEARING CLOSED AT 7:25PM**

Commissioner Journey questioned the verbiage about churches. CEDD Jerry Sorte put the definition according to statute. Planning will need to work on defining it if it comes up.

Commissioner Wolthuis stated that he did not like the verbiage in 17.24.090(B) regarding the skirting [**17.24.090 HOMES ON INDIVIDUAL LOTS (B)** The base of a home must be enclosed continuously at the perimeter with either concrete, concrete block, brick, stone, or combination thereof, or shall have continuous skirting which matches the exterior.]. He feels that skirting shouldn't be allowed, that a more aesthetic based be required. CEDD Jerry Sorte informed Commissioner Wolthuis that is how the statute reads, but will inform the commission if he learns of anything new from his colleagues. Chairperson Gatchel stated that it is a code issue and can be discussed during the next code update meeting.

**Commissioner Journey** moved to approve LA 18-02.

**Commissioner Wilcox** seconded the motion to approve

**Question was called**

**Aye (6)**

**Commissioner Wolthuis, Vice-Chairperson Hausner, Commissioner Journey, and Commissioner Stephens, Commissioner Wilcox, Chairperson Gatchell**

**Nay (0)**

**Absent (1) Thomas Herb**

**Motion Passed Unanimously 6 Ayes to 0 Nays 1 Absent**

### **PROJECT UPDATES FROM PLANNING STAFF**

**Discussion Ensued** about the hiring of Code Enforcement Officer Tommy Mull. They will be working on piecing the program together so that one person can accomplish the tasks. He won't be starting to patrol until a later date.

There will be a planning commission meeting in two weeks to discuss the Conditional Use permit for Sankey Park.

Mike Ramesnik is retiring June 15<sup>th</sup>. There will be a party in the annex.

Recruiting for the Planning position in on-going. CEDD Jerry Sorte would like the entire department to be able to answer 80% of all calls. He hopes to be at full staff in a month or two. There is an internal conversation going on about City recruitment methods.

Code updates will happen after the planning position is filled and SC1051 is implemented

Vice-Chairperson Hausner is resigning to go back to school. She will be available until June 24<sup>th</sup>.

Chairperson Gatchel wants to do a Thank You celebration at the next meeting for Vice-Chairman Hausner.

**Concerns Included:**

- There needs to be a discussion about how to zone public spaces. There is currently no zone for parks so it has to be zoned as a community center.

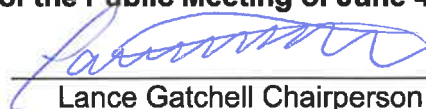
**Ideas Included:**

- No new ideas presented.
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**ADJOURNMENT**

**PUBLIC MEETING CLOSED AT 7:45PM**

**To the best of the recollection of the members of the Planning Commission, the foregoing is a true copy of the proceedings of the Public Meeting of June 4, 2018.**



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Lance Gatchell Chairperson  
Sweet Home Planning Commission

Respectfully submitted by: Angela Clegg, Project Assistant