



# CITY OF SWEET HOME PLANNING COMMISSION MEETING MINUTES

February 4, 2019, 7:00 p.m.  
City Hall Annex, 1140 12th Avenue  
Sweet Home, OR 97386

PLEASE silence all cell phones – Anyone who wishes to speak, please sign in.

1. Call to Order and Pledge of Allegiance
2. Roll Call of Commissioners:  
Lance Gatchell, Chairman; Henry Wolthuis, Vice-Chair; Eva Journey; Greg Stephens; Thomas Herb, Greg Korn (Absent)  
Staff: Angela, Jerry, Joe
3. 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.

4. Review and Approval of Minutes: December 3, 2018

**Comments Included;** Commissioner Journey stated that on page 4 of the minutes, “Questions Called” Need to add a 1 to the nays. Commissioner Stephens had the same comment.

**Commissioner Stephens** moved to approve the minutes with the correction  
**Commissioner Journey** seconded the motion to approve.

**Question was called**

**Aye 5**

**Nay 0**

**Absent 1**

**Motion Passed (5) Ayes to (0) Nays**

5. **Public Hearing. File P18-10.** The applicant is requesting to partition a 37,917 square foot parcel into three parcels. Currently the property is two tax lots (tax lot 5001 (area A) and tax lot 5002 (area B)) but only legally one lot as described in the deed. As proposed, parcel 1 would contain 9,174 square feet, parcel 2 would contain 10,976 square feet, and parcel 3 would contain 17,737 square feet. The subject property is located in the Commercial Highway (C-2) Zone.

## **PUBLIC HEARING OPENED AT 7:07PM**

Chairman Gatchell read the description of the application and the Planning Commission Criteria.

**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.**

**Personal Bias:** None

**Conflict of Interest:** None

**Exparte Information:** Commissioner Herb drove through the parcel; Chairman Gatchell works at the Forest Service building that uses Parcel 3 as a storage and parking lot. Gatchell has also met the owner of the house by the property line.

Clegg read through the Staff Report. Commissioner Stephens presented questions regarding the access easement through the Forest Service parking lot. CEDD Sorte further explained the application, the easement proposed, and frontage standards. Clegg gave explanation as to why the applicant chose an easement over a flag lot.

A discussion between Commissioners and Staff ensued.

**Concerns Included:**

Commissioner Journey: what if ownership changes? Commissioner Gatchell had the same question. Sorte explained the standards and advised the Commissioners that they could make a finding about the development.

Commissioner Wolthius: is the applicant related to the owner?

Commissioner Gatchell: None

Commissioner Stephens: None

Commissioner Herb: about the access from highway 20 to the back lot. CEDD Sorte explained the ODOT access permit needs to be submitted before the final Plat.

Commissioner Korn: Absent

**Testimony in Favor:** NONE

**Testimony in Opposition:** NONE

**Neutral Testimony:** NONE

**Rebuttal:** NONE

**PUBLIC HEARING CLOSED AT 7:30PM**

**Planning Commission discussed the application.**

Commissioner Gatchell concerned about making a decision without the applicant present.

Commissioner Journey agreed. There was discussion about continuing the hearing until February 19, 2019.

**Commissioner Gatchell** Moved to reopen the public hearing at 7:37PM.

**Commissioner Wolthius** seconded the motion to reopen the hearing.

**Question was called**

**Aye 5**

**Nay 0**

**Absent 1**

**Motion Passed (5) Ayes to (0) Nays**

**Commissioner Herb** moved to leave the public hearing open for application P18-10 and continue the public hearing on February 19, 2019.

**Commissioner Journey** seconded the motion to approve.

**Question was called**

**Aye 5**

**Nay 0**

**Absent 1**

**Motion Passed (5) Ayes to (0) Nays**

6. Staff Update on Planning Projects.

CEDD Sorte informed the Commissioners about the Council of Governments and their services to the planning department and Planning Commission. Staff will keep everyone informed. Joe Graybill, Staff Engineer, will be interim Supervisor.

Commissioner Journey clarified that the easement issue gets into the Code Updates for John Morgan.

Joe Graybill gave an update on Sankey Park restrooms.

Sorte reminded the Commissioners of the Sweetheart Run coming up.

7. Adjournment 7:43PM

**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 October 15, 2018.**

 4/16/2019  
Lance Gatchell Chairperson  
Sweet Home Planning Commission

Respectfully submitted by: Angela Clegg, Associate Planner