

# City of Sutherlin Planning Commission Meeting Tuesday, October 20, 2015 7:00 p.m. – Sutherlin Civic Auditorium

### Agenda

- Pledge of Allegiance
- Welcome and Introductions
- Introduction of Media
- Approval of Minutes:
  - \* September 15, 2015
- National Hazard Mitigation
- Monthly Activity report(s)
- Public Comment
- Commission Comments
- Adjournment

### CITY OF SUTHERLIN PLANNING COMMISSION MEETING CIVIC AUDITORIUM – 7PM TUESDAY, SEPTEMBER 15, 2015

COMMISSION MEMBERS PRESENT: Mike Flick, John Lusby, Adam Sarnoski and Floyd Van Sickle COMMISSION MEMBERS EXCUSED: Patricia Klassen and Michelle Sumner **COMMISSION MEMBERS ABSENT: None** CITY STAFF: Vicki Luther, Community Development Director, and Kristi Gilbert, Community Development Specialist **AUDIENCE:** None Meeting called to order at 7:00 pm by Chair Lusby. **FLAG SALUTE** INTRODUCTION OF MEDIA: None **APPROVAL OF MINUTES** A motion made by Commissioner Sarnoski to approve the minutes of the August 18, 2015 Planning Commission meeting; second made by Commissioner Van Sickle. In favor: Commissioners Flick, Sarnoski, Van Sickle and Chair Lusby Opposed: None Motion carried unanimously. **STAFF REPORTS** Director Luther provided a report in an effort to keep the Planning Commission apprised of recent land use and other relevant activities. (See Attached). PUBLIC COMMENT - None. **COMMISSION COMMENTS -**Commissioner Flick asked about the flag monuments and how they were being funded. They are being sponsored. Commissioner Flick informed the Commission that Kim's Court has started replacing the manufactured homes within the park and have six of the 15 moved in. **ADJOURNMENT** With no further business the meeting was adjourned at 7:09 pm. Respectfully submitted, Kristi Gilbert <u>,</u> 2015 APPROVED BY COMMISSION ON THE \_\_\_\_\_ DAY OF \_\_\_\_

John Lusby, Commission Chair



City of Sutherlin

126 E. Central Avenue Sutherlin, OR 97479 541-459-2856 Fax: 541-459-9363 www.ci.sutherlin.or.us

City of Sumerun

Date: September 15, 2015

To: Sutherlin Planning Commission

From: CDD, Vicki Luther

Re: Monthly Activity Report

This report is provided in an effort to keep you apprised of recent land use and other relevant activities.

#### **TRANSPORTATION**

Red Rock Trail, Phase 2 (Waite Street to Nicholas Court) – Bid awarded and notice to proceed submitted to JRT Construction. Much preparation work has taken place this past month. The two new bridges have been placed; one at Willamette and one at Sea Street. Excavation and paving of trail scheduled for September with seeding, signs, bollards, etc. to follow in October. The construction contract calls for project to be completed by end of October.

#### **UTILITIES**

**Wastewater Treatment Plant Improvements** – Pre-design contract awarded to Dyer Partnership and scheduled for completion by the end of this year. Dyer is planning on a Council presentation at the September 28<sup>th</sup> meeting.

#### LAND USE ACTIVITY

#### **Building Worksheets approved -**

- 485 Quentyn Single Family Residence
- 706 W. Sixth Shed
- 944 E. Third Solar panels on roof
- 1484 W. Central Signs
- 145 Myrtle Street Restaurant, Bar and Vapor sales

#### **Commercial changes**

- 1. Dollar General Now Open
- 2. Kim's Court Removing 15 old mobile homes and replacing with new Park Models, These homes are to be 14' wide and either 28' or 32' long. Each unit to have a minimum ten-foot wide landscaped side yard, a front sidewalk with one parallel parking space. They are placing the first units now with more to come in 2016 (total of 15). New sidewalks will be installed along N. State Street between First and Second Avenue after all units have been placed.
- 3. Rifes closed
- 4. Dollar Tree (the old Rifes) working to pull permits

#### **Active Land Use Application status**

SUB 13-01: Brooks Village (Avery) subdivision: 151 Pear Lane Extension awarded

**SUB 13-02:** Fairway Ridge (Galpin) subdivision: Scardi Blvd. Plan is to begin infrastructure this spring/summer. (*some clearing has occurred; conditions still in process*)

VAR 14-01: 716 Sandpiper Court – (Wilson) variance to setbacks. (on hold)

**BLA 15-07: 855 Magnolia** – (Shorey) Requesting boundary line adjustment to accommodate city set back requirements. *(on hold)* 

Right of Way

Avista 829 Sea Street 8/26/15

### FOR YOUR INFORMATION

### LAND USE ACTIVITY WORKSHEETS

2015-64 - 145 Myrtle St, Suite 107

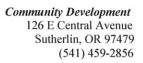
2015-66 - 1052 Laurel Ave

2015-67 - 1010 W Central

2015-68 - 1000 E Central

2015-69 - 1200 E Central

2015-70 - 1367 W Central





## CITY OF SUTHERLIN PRE-APPLICATION WORKSHEET CONSTRUCTION

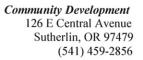
WORKSHEET NUMBER	APPLICANT			OWNER			
	STEVEN DWIGI	HT		GARY & LAUREN			
	VAPOR KRAVE	LLC		CAMPBELL/OAK ACRE FARMS			
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	503-983-0458			341 733			
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145 MYRTLE ST SUITE 107	R125315	25-05-19A	B-8900				
IMPROVEMENT	I						
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As, for, or on behalf of, all property owners:							
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		CITY WATER CITY YES		YES			



## CITY OF SUTHERLIN PRE-APPLICATION WORKSHEET **CONSTRUCTION**

WORKSHEET NUMBER	APPLICANT	OWNER
	REED FINLAYSON	REED FINLAYSON
2015 ((	1052 LAUREL AVE	1052 LAUREL AVE
2015-66	SUTHERLIN OR 97479	SUTHERLIN OR 97479
	541-378-7283	541-378-7283

SITE INFORMATION  SITE ADDRESS 1052 LAUREL AVE R51991  IMPROVEMENT PLACE 10 X 13 METAL BLDG ON PROPERTY  EXISTING STRUCTURES (NUMBER AND TYPE) SID & SHOP/GARAGE DIRECTIONS FROM CENTRAL AVENUE EAST ON CENTRAL, NORTH ON COMSTOCK TO LAUREL, EAST ON LAUREL APPROX. 200 YARDS TO SUBJECT PROPERTY.  As, for, or on behalf of, all property owners;  Applicant Signature:  PLANNING DEPARTMENT INFORMATION  ZONING RH  OVERLAYS  FRONT GARAGE FRONT PROPERTY LINE 20FT SIGN CODE SPECIAL SETBACK PARKING SPACES REQUIRED N/A N/A N/A BUILDING HEIGHT 20FT NO N/A CONDITIONS OF APPROVAL:  REFER TO: Douglas County  AUTHORIZED TO PLACE METAL BLDG (10 X 13). SLOPE OF PROPOSED BUILDING SITE MUST NOT EXCEED 12%. IF SLOPES EXCEEDS 12%, APPLICANT MUST OBTAIN SITE SPECIFIC GEOTECHNICAL REPORT. MUST MEET ZONE/SETBACK REQUIREMENTS.		541-378-728	33		541-378-7	7283	
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APPROVED BY DATE EXPIRATION DATE	APPROVED BY		DATE		EXPI	RATION DA	TE
SEPTEMBER 16, 2015 SEPTEMBER 16, 2016		SEI	PTEMBER 16,	2015			1.1
FEES \$25.00 RCPT# 4756\	FEES	S	25.00	Re	CPT#	4751	01
PUBLIC UTILITES  CITY WATER  NO  CITY SEWER  NO  NO  NO	PUBLIC UTILITES			1		ACCES	





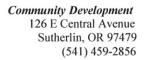
### CITY OF SUTHERLIN PRE-APPLICATION WORKSHEET CONSTRUCTION

WORKSHEET NUMBER	APPLICANT			<b>OWNER</b>		
	WESTERN SIGN	SYSTEMS	5	KEVIN	LEE &	TAMARA GAYE
	2852 HIGHLAND	AVE		RIFE		
2015-67	GRANTS PASS C	DR 97526			OBUR	GHILLS DR
	541-479-9747	77520		EUGEN		
		DATABLE	. D. T	EUGEN	E, OK 9	7/400
	SITE INFO	RMATIO	)N			
SITE ADDRESS	TAX ACCOUNT NUMBER	M-TL		SIZE (ACE	RES)	
1010 W CENTRAL	R50353	25-05-19A	A-7000	1.67		
IMPROVEMENT						
AUTHORIZE STORE FRONT	CHANNEL SIGN	& REFAC	E EXIST	ING PO	LE SIG	N
EXISTING STRUCTURES (NUMBER AND T	TYPE)	DISTANCE OF	BUILDING	SITE FROM	SURFAC	E WATER
BLDG COMPLEX		> 50	0 FEET			
DIRECTIONS FROM CENTRAL AVENUE EAST ON CENTRAL TO 1010	W CENTRAI					
As, for, or on behalf of, all property owne	rs:					
Applicant Signature:	A	^				
Applicant Signature:	HITACHE	0		Da	ate:	
PLAN	NNING DEPAR	FMENT I	NFORM	IATIO	N	
ZONING		OVERLA	AYS			
C3			No	ne		
	~~~					
3		BACKS				
FRONT GARAGE	FRONT PROPERT	Y LINE	REAF		SIDE	EXT. SIDE
OFT	0FT		10F		0FT	OFT
SIGN CODE SEE CONDITIONS	SPECIAL SETBAC N/A	K		PARKING SPACES REQUIRED		
BUILDING HEIGHT	FLOOD PLA	IN	FLO	N/A LOOR HEIGHT ABOVE GRADE		
35FT	NO		FLO	N/A		
CONDITIONS OF APPROVAL:	NO		REFER T	o: Dougla		v
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ZONE/SETBACK REQUIREM	MENTS.					
APPRQVED BY	DA	ATE .		E	XPIRATIO	N DATE
	SEPTEMB		5			R 28, 2016
						20, 2010
FEES	\$50.00	T	RECE	IPT#	47	1002
PUBLIC UTILITES	CITY WATE	R	CITY S	EWER		ACCESS PERMIT

NO

NO

NO





**FEES** 

**PUBLIC UTILITES** 

### CITY OF SUTHERLIN PRE-APPLICATION WORKSHEET MANUFACTURED

WORKSHEET NUMBER	APPLICANT	OWNER
	SILVER GLEN	ELSIE BELDT
2015-68	1200 E CENTRAL AVE	827 BLACK DIAMOND
2010 00	SUTHERLIN OR 97479	WAY STE A
	541-643-1241	LODI CA 95242
		541-643-1241

#### SITE INFORMATION

SITE ADDRESS	TAX ACCOUNT	M-TL	SIZE (A	CRES)	
1000 E CENTRAL AVE SP#24	NUMBER D 42721	25 05 1 CCD 002	8.73		
THE POST OF THE PARTY.	R42731	25-05-16CD-003	000		
IMPROVEMENT					
PLACE MH IN SPACE 24 OF EXIST	ING MH PARK				
EXISTING STRUCTURES (NUMBER AND TYP	E)	DISTANCE OF B	UILDING SITE FE	OM SURFACE	WATER
MH PARK	,	>50 FEET			
		- 50 1 121			
DIRECTIONS FROM CENTRAL AVENUE					
APPROXIMATELY TWO MILES	EAST ON CEN	TRAL FROM I-5	5 TO PROPRI	ERTY ON T	HE RIGHT.
As, for, or on behalf of, all property owners:					
As, for, or on benan of, an property owners:					
				2.501	سم
Applicant Signature:			Date:	7-29-1	<u> </u>
PLANNI	NG DEPAR	TMENT IN	FORMATI	ON	
ZONING		OVERLAY	/ <b>S</b>		
R2		OVEREAT	None		
K2			None		
	SET	BACKS			
FRONT GARAGE	FRONT PRO	PERTY LINE	REAR	SIDE	EXT. SIDE
<b>20FT</b>	15]	T	10FT	5FT	10FT
SIGN CODE	SPECIAL SI	ТВАСК	PARKIN	G SPACES REQ	
N/A	N/A			SPACES	
			_		
BUILDING HEIGHT	FLOOD	PLAIN	FLOOR HEI	GHT ABOVE GR	ADE
35FT	N			NA	ADL
	14				
CONDITIONS OF APPROVAL:		R	EFER TO: Doug	ias County	
	~~ . ~~ • ~ ~				
AUTHORIZED TO PLACE MH IN					
MUST MEET ZONE/SETBACK RE		G SECTION 2.6.	170 OF THE I	DEVELOPM	ENT CODE.
MUST MEET THE UBC FOR MH I	PARKS.				
APPROVED BY		DATE		XPIRATION DAT	
	SEPTEMBER 28, 2015 SEPTEMBER 28, 2016				

\$25.00

CITY WATER

YES

RECEIPT

CITY SEWER

YES

APPLIED TO CITY CREDIT

ACCESS PERMIT

NO



### CITY OF SUTHERLIN PRE-APPLICATION WORKSHEET MANUFACTURED

WORKSHEET NUMBER

2015-69

APPLICANT
SILVER GLEN
1200 E CENTRAL AVE
SUTHERLIN OR 97479
541-643-1241

OWNER
ELSIE BELDT
827 BLACK DIAMOND
WAY STE A
LODI CA 95242
541-643-1241

#### SITE INFORMATION

SITE ADDRESS	TAX ACCOUNT NUMBER	M-TL	SIZE (A	CRES)	
1200 E CENTRAL AVE SP#159	R42771	25-05-16CD-001	00 23.71		
IMPROVEMENT					
PLACE MH IN SPACE 159 OF EXIS	ΓING MH PARK				
EXISTING STRUCTURES (NUMBER AND TYPE	Ε)		UILDING SITE FR	OM SURFACE	E WATER
MH PARK		>50 FEET			
DIRECTIONS FROM CENTRAL AVENUE	E . CE . C CE				
APPROXIMATELY TWO MILES	EAST ON CEN	TRAL FROM I-5	TO PROPRI	ERTY ON 1	THE RIGHT.
As, for, or on behalf of, all property owners:					
			C	20	1
Applicant Signature:			Date:	- 29-	/
PLANNIN	NG DEPAR	TMENT INI	FORMATI	ON	
ZONING		OVERLAY			
R2			None		
		<b>TBACKS</b>			
FRONT GARAGE	FRONT PROF		REAR	SIDE	EXT. SIDE
20FT	15H		10FT	5FT	10FT
SIGN CODE	SPECIAL SE	CTBACK		G SPACES RE	QUIRED
N/A	N/A		2	SPACES	
BUILDING HEIGHT	FLOOD	PLAIN	FLOOR HEIG	GHT ABOVE G	RADE
35FT	NO	NO NA			
CONDITIONS OF APPROVAL:		R	EFER TO: Doug	las County	
AUTHODIZED TO DI ACE MILINI	CDACE 150 OF	EVICTIMO MIL	ADIZ AT 1204	E CEMER	AT A37E
AUTHORIZED TO PLACE MH IN MUST MEET ZONE/SETBACK RE					

MUST MEET THE UBC FOR MH PARKS.

DATE
SEPTEMBER 28, 2015

EXPIRATION DATE
SEPTEMBER 28, 2016

PUBLIC UTILITES

S25.00

RECEIPT

WAIVED

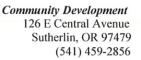
CITY WATER

YES

CITY SEWER

YES

NO



**SEPTEMBER 28, 2016** 

605

ACCESS PERMIT

NO

RECEIPT #

CITY SEWER

NO



FEES

PUBLIC UTILITES

### CITY OF SUTHERLIN PRE-APPLICATION WORKSHEET CONSTRUCTION

WORKSHEET NUMBER	APPLICANT		OWNER				
	L & R REMODELLING		SMITTY'S FOOD MART				
2015 70		1826 CULVER LOOP		1367 W CENTRAL AVE			
2015-70	SUTHERLIN O	R 97479	SUTHERLIN OR 97479				
	541-680-0795		541-459-1633				
	SITE INF	ORMATION					
SITE ADDRESS	TAX ACCOUNT	M-TL	SIZE (ACRES)				
1367 W CENTRAL	R21952	NUMBER R21952 25-05-19AB-3100					
IMPROVEMENT AUTHORIZE 5' X 2' ELEC	CTRONIC MESSAG	E SIGN ONTO EXI	STING POLE SI	GN			
EXISTING STRUCTURES (NUMBER A COMMERCIAL BUILDIN		DISTANCE OF BUILDIN > 50 FEET		E WATER			
DIRECTIONS FROM CENTRAL AVEN CENTRAL TO 1367 W CEN							
As, for, or on behalf of, all property of	owners:						
Applicant Signature:				28-15			
PI	ANNING DEPAI	RTMENT INFOR	MATION				
ZONING		OVERLAYS					
C3			None				
	SE	ETBACKS					
FRONT GARAGE	FRONT PROPE			EXT. SIDE			
0FT	OFT.			0FT			
SIGN CODE	SPECIAL SETB		PARKING SPACES REQUIRED				
SEE CONDITIONS BUILDING HEIGHT	N/A FLOOD PI		N/A FLOOD HEICHT ABOVE CRADE				
35FT	NO	1	FLOOR HEIGHT ABOVE GRADE N/A				
CONDITIONS OF APPROVAL:	110	REFER TO: Douglas County					
AUTHORIZE 5' X 2' ELEC							
INCREASE IN SIGN HEIC	GHT. MUST MEET	ZONE/SETBACK R	EQUIREMENTS	S.			

**SEPTEMBER 28, 2015** 

\$50.00

CITY WATER

NO