

**CITY OF SUTHERLIN
PLANNING COMMISSION MEETING
CIVIC AUDITORIUM – 7:00 PM
TUESDAY, JANUARY 18, 2022**

COMMISSION MEMBERS PRESENT: Norman Davidson, Richard Price, Lisa Woods, Adam Sarnoski and Alan Woods

COMMISSION MEMBERS EXCUSED: Tom Maloney

COMMISSION MEMBERS ABSENT: None

CITY STAFF: Jamie Chartier, City Planner and Kristi Gilbert, Community Development Supervisor

AUDIENCE: None

Meeting called to order at 7:00 pm by Chair Davidson

FLAG SALUTE

ELECTION OF CHAIR and VICE CHAIR

A motion was made by Commissioner Price to nominate Commissioner L. Woods as Chair; second made by Commissioner A. Woods. Chair Davidson and Vice Chair Price both have several months that they will be absent from attending the monthly meeting.

In favor: Commissioners Davidson, Price, Sarnoski, A. Woods and Chair L. Woods

Opposed: None

Excused: None

Motion carried unanimously

Commissioner Price made the motion to remain as vice chair; second by Commissioner Davidson.

In favor: Commissioners Davidson, Price, Sarnoski, A. Woods and Chair L. Woods

Opposed: None

Excused: None

Motion carried unanimously

APPROVAL OF MINUTES

A motion made by Commissioner Price to approve the minutes of the October 19, 2021 Planning Commission meeting; second made by Commissioner Davidson.

In favor: Commissioners Davidson, A. Woods, Price, Sarnoski and Chair L. Woods

Opposed: None

Excused: None

Motion carried unanimously

WORKSHOP – OREGON PLANNING COMMISSION REVIEW

The Department of Land Conservation and Development (DLCD) and The Oregon Chapter of the American Planning Association (APAOR) designed an Oregon Planning Commissioner Handbook. This handbook is reviewed when DLCD and APAOR conduct Planning Commission Training sessions. City Staff took this opportunity to hand each commissioner a handbook and also review key sections with all commissioners. Jamie Chartier, City Planner reviewed highlighted parts within Chapter 2 (Planning Values), Chapter 3 (Roles and Responsibilities) and Chapter 4 (Making Land Use Decisions).

MONTHLY ACTIVITY REPORT – No comments or questions.

PUBLIC COMMENT – None

COMMISSION COMMENTS – Commissioner Price asked staff what the timeframe is to clean up a property after the house burnt (fire debris). Mrs. Chartier responded that there is not a timeframe requirement in the Sutherlin Development Code, but would check further in the Municipal Code and if needed ask the State Fire Marshal and Douglas County Building Official.

Commissioner Sarnoski asked staff if a rapid flashing beacon would be installed at the intersection of Sea Street and Waite Street. Mrs. Gilbert stated that at this time one is not planned to be installed there, but as road improvements to Waite Street happen or the City is awarded The Safe Routes to School grant, then one would be proposed at that time.

ADJOURNMENT - With no further business the meeting was adjourned at 7:37 pm.

Respectfully submitted,

Jamie Chartier

Jamie Chartier, City Planner

APPROVED BY COMMISSION ON THE 15th DAY OF March, 2022.

Lisa Woods

Lisa Woods, Commission Chair