

**CITY OF SUTHERLIN
PLANNING COMMISSION MEETING
CIVIC AUDITORIUM – 7:00 PM
TUESDAY, MAY 19, 2020**

COMMISSION MEMBERS PRESENT: William Lee, Richard Price, Collin Frazier and Norm Davidson

COMMISSION MEMBERS EXCUSED: Sam Robinson

COMMISSION MEMBERS ABSENT: Adam Sarnoski and Elainna Swanson

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

AUDIENCE (via Zoom): Elaine Howard (Elaine Howard Consulting, LLC)

Meeting called to order at 7:00 pm by Chair Lee.

APPROVAL OF MINUTES

A motion made by Commissioner Price to approve the minutes of the April 21, 2020 Planning Commission meeting; second made by Commissioner Frazier.

In favor: Commissioners Frazier, Price, Davidson and Chair Lee

Opposed: None

Excused: None

Motion carried unanimously

APPROVAL OF FINDINGS OF FACT(S)

- 1. COOPER CREEK ESTATES LLC**, request for a Comprehensive Plan Map from Low Density Hillside to Medium Density, Zone Map Change from (RH) Residential Hillside to (R-2) Medium Density Residential, along with a Land Partition on a 1.31 acre property. **PLANNING DEPARTMENT FILE NO. 20-S002**

A motion was made by Commissioner Price to approve the Findings of Fact for COOPER CREEK ESTATES, LLC, request for a Comprehensive Plan Map from Low Density Hillside to Medium Density, Zone Map Change from (RH) Residential Hillside to (R-2) Medium Density Residential, along with a Land Partition on a 1.31 acre property (File No. 20-S002) presented at the April 21, 2020 Planning Commission meeting; motion seconded by Commissioner Davidson.

In favor: Commissioners Price, Frazier, Davidson and Chair Lee

Opposed: None

Motion carried unanimously

COMMISSION BUSINESS

1. SUTHERLIN TAX INCREMENT FINANCE PLAN including its relationship to the Sutherlin Comprehensive Plan

Elaine Howard, with Elaine Howard Consulting, LLC via ZOOM, gave the Planning Commission background information about Urban Renewal Districts (URD) and Tax Increment Financing. Mrs. Howard then presented the Commission with an informative slide show presentation on the Sutherlin Tax Increment Finance Plan and how an Urban Renewal District is formed and functions. This information is needed to be able to allow the Planning Commission to satisfy their role in verifying its conformance to the Sutherlin Comprehensive Plan and making a recommendation to City Council.

A motion was made by Commissioner Davidson to recommend to City Council per staff recommendation that the Sutherlin Planning Commission finds, based upon the information provided in the staff report and the provided attachments, that the Sutherlin Tax Increment Financial Plan conforms with the Sutherlin Comprehensive Plan and further recommend that the Sutherlin City Council adopt the proposed Sutherlin Tax Increment Finance Plan; Commissioner Price seconds the motion.

In favor: Commissioners Price, Frazier, Davidson and Chair Lee
Opposed: None
Motion carried unanimously

COMMISSION COMMENTS – None.

ADJOURNMENT - With no further business the meeting was adjourned at 7:30 pm.

Respectfully submitted,
Jamie Chartier

Jamie Chartier, City Planner

APPROVED BY COMMISSION ON THE 15th **DAY OF** September, 2020.

William Lee

William Lee, Commission Chair