

**CITY OF SUTHERLIN
PLANNING COMMISSION MEETING
CIVIC AUDITORIUM – 7PM
TUESDAY, JUNE 21, 2016**

COMMISSION MEMBERS PRESENT: Mike Flick, Patricia Klassen, William Lee, John Lusby and Floyd Van Sickle

COMMISSION MEMBERS EXCUSED: Adam Sarnoski, Michelle Sumner

COMMISSION MEMBERS ABSENT: None

CITY STAFF: Kristi Gilbert, Community Development Specialist and Lisa Hawley, City Planner

AUDIENCE: Lindsay Johnston, Linda Lee and John Klassen

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 Van Sickle to approve the minutes of the May 17, 2016 Planning Commission meeting; second made by Commissioner Klassen.

In favor: Commissioners Flick, Klassen, Lee, Van Sickle and Chair Lusby

Opposed: None

Motion carried unanimously

PUBLIC HEARINGS

- 1. WEBER PROPERTIES LP**, request for a Variance to C-3 Sign Height Standards for an internally illuminated freeway sign for Taco Bell restaurant on a 0.57 acre parcel located west of Exit 136 on the north side of W. Central Avenue, on W. Clover Leaf Loop, just east of its intersection with Dakota Street in the City of Sutherlin. The subject property is described as Tax Lot 317 in Section 19B, T25S, R5W, W.M.; Property I.D. No. R130445; and is addressed as 112 W. Clover Leaf Loop. The property is designated Commercial Community by the Sutherlin Comprehensive Plan and zoned (C03) Community Commercial by the Sutherlin Development Code. **PLANNING DEPARTMENT FILE NO. 16-S005.**

Chair Lusby opened the hearing, with the disclosure statement; all persons testifying shall be deemed parties to appeal the application and must provide full name and mailing address if they wish to be notified of the decision, continuances, appeals, or procedural actions required by the Code. The Sutherlin Development Code specifies applicable materials to be relied upon in making a decision.

Lusby asked the Commission if there were any conflicts of interest or personal bias; hearing none, he asked the audience if there were any challenges of impartiality of any person(s) on the Commission. Hearing none, Lusby asked for the Staff Report.

Lisa Hawley, City Planner, entered Staff Exhibits 1-10, including the Staff Report. She then identified the parties in the matter and summarized the Staff Report into the record.

APPLICANT'S TESTIMONY

Lindsay Johnston, Weber Properties LP, 840 Conger, Eugene, OR, indicated she had nothing to add to the Staff Report.

TESTIMONY IN FAVOR

There was no testimony in favor.

TESTIMONY IN OPPOSITION

There was no testimony in opposition

With no further testimony, Chair Lusby closed the public portion of the hearing and commenced discussion on the application. Discussion ensued regarding the current size and age of the existing Taco Bell sign. Further discussion ensued regarding the direction the proposed sign will face and which direction would be most beneficial.

Ms. Johnston stepped forward and stated that the current Taco Bell sign is approximately 20 years old and they probably do not make fittings for that sign any longer; therefore, they are proposing a new sign. The new sign will be slightly smaller.

A motion was made by Commissioner Lee and seconded by Commissioner Klassen to approve the requested Variance to C-3 Sign Height Standards for an internally illuminated freeway sign for Taco Bell restaurant.

In favor: Commissioners Flick, Klassen, Lee, Van Sickle and Chair Lusby

Opposed: None

Motion carried unanimously

MONTHLY ACTIVITY REPORT

Kristi Gilbert, Community Development Specialist, provided a report on behalf of Director Luther in an effort to keep the Planning Commission apprised of recent land use and other relevant activities. (See Attached).

PUBLIC COMMENT

John Klassen, 1925 Innsbrook, Sutherlin, stepped forward and indicated that new signage is a good thing for the City.

COMMISSION COMMENTS

Commissioner Klassen congratulated Commissioner Lee on his completion of studies for his Master's Degree in Public Administration. Mrs. Lee added that he completed his degree with a 4.0.

ADJOURNMENT - With no further business the meeting was adjourned at 7:20 pm.

Respectfully submitted,

Kristi Gilbert

Kristi Gilbert

APPROVED BY COMMISSION ON THE 16th **DAY OF** August, 2016.

John Lusby

John Lusby, Commission Chair



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

City of Sutherlin

Date: June 21, 2016
To: Sutherlin Planning Commission
From: CDD, Brian Elliott
Re: Monthly Activity Report

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

TRANSPORTATION

Slurry Seal bid was awarded to Pave Northwest in the amount of \$39,763.20 the following is the list of streets that will be slurry sealed.

1. Second and Third Court
2. S. Casa De Loma
3. N. Grove culdesac
4. Avilla Way-upper section
5. Fourth Ave.-Opal to Avilla
6. Mountclair Drive
7. Crowne Point
8. E. Third (Sherwood to Crowne Point)

UTILITIES

Wastewater Treatment Plant Improvements

Value Engineering contract was awarded to MWH in the amount of \$86,500.
SBR Surcharge contract was awarded to GreenSuns Inc. in the amount of \$273.351.

N. Comstock Water Line – This project will replace the waterline along N. Comstock with a new 12" line prior to the street reconstruction. Bid was awarded to Knife River and project should be completed this summer.

Update: project will start early July 2016.

PARKS

OPRD Grant – grant submitted to restore the entire play area at Central Park. New ground cover, new play equipment, and a splash pad. Grant application was reviewed and City staff will be making a presentation in Salem the first week in June.

Grant was denied.

OPRD Grant – grant submitted this week to fund a master plan for Fords Pond Recreation Area.

LAND USE ACTIVITY

Building Worksheets approved –

- 555 South State – SFD

- 112 Clover Leaf – Restaurant
- 1200 E Central #87 – Addition
- 482 Wildcat Canyon RD – SFD
- 618 Bunker RD – SFD
- 985 Forest Heights – SFD
- 977 Forest Heights – SFD
- 124 W Everett – Carport
- 224 N State – Awning

Commercial changes

- 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 place.

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***)

16-S002 Stowe, Maggie - plan amendment and zone change; public hearing and plan approval by the planning commission May 17, 2016. Public hearing and first reading of ordinance and approval of Council June 13, 2016. Second reading and adoption scheduled for June 27, 2016.

16-S003 Hummelt Development - plan amendment and zone change public hearing and plan approval by the planning commission May 17, 2016. Public hearing and first reading of ordinance and approval of Council June 13, 2016. Second reading and adoption scheduled for June 27, 2016.

Right of Way Applications

Nall Communications (Charter) 1553 E Central Ave.

Avista 235 W Everett Ave.

Avista 1737 Garnet Ave.