

**CITY OF SUTHERLIN
PLANNING COMMISSION MEETING
CIVIC AUDITORIUM – 7:00 PM
TUESDAY, JANUARY 19, 2021**

COMMISSION MEMBERS PRESENT: William Lee, Gary Dagele, Norm Davidson, Lisa Woods and Adam Sarnoski

COMMISSION MEMBERS EXCUSED: Chuck Brummel

COMMISSION MEMBERS ABSENT: None

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

AUDIENCE (via Zoom): None

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

FLAG SALUTE

INTRODUCTION OF MEDIA: None

INTRODUCTION OF NEW COMMISSION MEMBERS

Chair Lee welcomed the two new members, Lisa Woods and Gary Dagele. The new members introduced themselves and gave a brief overview to why they chose to become a Planning Commission Member and also background on each of them personally.

ELECTION OF CHAIR AND VICE CHAIR

A motion was made by Commissioner Davidson to retain William Lee as chair; second made by Commissioner Sarnoski.

In favor: Commissioners Dagele, Woods, Davidson, Sarnoski and Chair Lee

Opposed: None

Excused: None

Motion carried unanimously

A motion was made by Chair Lee to nominate Commissioner Davidson as vice-chair; second made by Commissioner Sarnoski.

In favor: Commissioners Dagele, Woods, Davidson, Sarnoski and Chair Lee

Opposed: None

Excused: None

Motion carried unanimously

APPROVAL OF MINUTES

A motion made by Commissioner Davidson to approve the minutes of the October 20, 2020 Planning Commission meeting; second made by Commissioner Sarnoski.

In favor: Commissioners Dagel, Davidson, Sarnoski and Chair Lee
Opposed: None
Excused: None
Motion carried unanimously, with Commissioner Woods abstaining

SUTHERLIN DEVELOPMENT CODE (DISCUSSION/WORKSHOP)

Kristi Gilbert, Community Development Supervisor, stated this discussion and workshop will be to do a final review off all the changes made to the Sutherlin Development Code. Mrs. Gilbert explained to the new commission members the proposed updates and changes are from the Code Audit conducted in 2019 and the previous discussions/workshops that have taken place. Also, miscellaneous amendments that will help staff streamline the existing code and/or modify the language to make items easier to reference or clarify them.

After discussion ended, Mrs. Gilbert stated that at the next Planning Commission meeting we will review the entire Sutherlin Development Code in preparation in bringing it back for recommendation to City Council.

ACTIVITY REPORT – Jamie Chartier, City Planner, informed the new commission members what the activity report is and asked the commission if they had a chance to review the activity report and if they had any questions. **Brian Elliott, Community Development Director**, gave an update of Ford’s Pond and the grants currently being applied for.

COMMISSION COMMENTS – Commissioner Woods asked staff about the businesses currently located downtown about not being open. Mrs. Gilbert replied that it is a work in progress that City Staff has been continually working on and as part of the Urban Renewal District formation hopefully it will soon be resolved.

ADJOURNMENT - With no further business the meeting was adjourned at 8:15 pm.

Respectfully submitted,
Jamie Chartier

Jamie Chartier, City Planner

APPROVED BY COMMISSION ON THE 16th DAY OF March, 2021.

William Lee

William Lee, Commission Chair