

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

**COMMISSION MEMBERS PRESENT:** Richard Price, Lisa Woods, Adam Sarnoski, Tom Maloney and Norm Davidson

**COMMISSION MEMBERS EXCUSED:** Alan Woods

**COMMISSION MEMBERS ABSENT:** None

**CITY STAFF:** Kristi Gilbert, Community Development Supervisor and Brian Elliott, Community Development Director

**AUDIENCE:** None

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

**FLAG SALUTE**

**APPROVAL OF MINUTES**

A motion made by Commissioner Price to approve the minutes of the September 21, 2021 Planning Commission meeting; second made by Commissioner Sarnoski.

In favor: Commissioners Maloney, Sarnoski, Price and Chair Davidson

Opposed: None

Excused: None

Motion carried unanimously

**APPROVAL OF FINDINGS OF FACT(S)**

- 1. CLARK PROPERTY MANAGEMENT, LLC**, request for a Comprehensive Plan Map Amendment from Community Commercial and Low Density to High Density and Zone Map Change from (CC) Community Commercial and (R-1) Low Density Residential to (R-3) Multifamily Residential on a 3.75 acre property. **PLANNING DEPARTMENT FILE NO. 21-S013.**

A motion was made by Commissioner Price to approve the Findings of Fact for Clark Property Management, LLC, request for a Comprehensive Plan Map Amendment from Community Commercial and Low Density to High Density and Zone Map Change from Community Commercial (C-3) and Low Density Residential (R-1) to Multifamily Residential (R-3) (File No. 21-S013) presented at the September 21, 2021 Planning Commission meeting; motion seconded by Commissioner Sarnoski.

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

Opposed: None

Motion carried unanimously

**MONTHLY ACTIVITY REPORT – Brian Elliott, Community Development Director**, gave the commission a brief overview of the City Hall remodel that is currently happening. Stating that the contractor will start his portion Wednesday, October 20<sup>th</sup>, abatement portion was previously started and completed. Mr. Elliott also gave an update on Ford’s Pond, the grants be applied for and the current development of phases.

**HOLIDAY MEETING SCHEDULE –** Staff would like feedback from the Commissioner’s about the upcoming holiday season to be able to plan for upcoming meetings. Commissioner Price noted he will be leaving November 17, 2021 (day after scheduled meeting). Commissioner L. Woods stated she will be out the in December and not available the 2<sup>nd</sup> Tuesday of each month is a meeting is to be rescheduled. If an application is received that requires a Planning Commission Meeting for December, staff will send out an email to verify who is able to attend. Staff reminded the Planning Commission members that at least four (4) members need to be present at a hearing to have the required quorum.

**PUBLIC COMMENT –** None

**COMMISSION COMMENTS –** None

**ADJOURNMENT -** With no further business the meeting was adjourned at 7:11 pm.

Respectfully submitted,

*Jamie Chartier*

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Jamie Chartier, City Planner

**APPROVED BY COMMISSION ON THE 18th DAY OF January, 2022.**

*Lisa Woods*

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Lisa Woods, Commission Chair