

**CITY OF SUTHERLIN
PLANNING COMMISSION MEETING
CIVIC AUDITORIUM – 7PM
TUESDAY, JANUARY 19, 2016**

COMMISSION MEMBERS PRESENT: Mike Flick, Patricia Klassen, Adam Sarnoski, Michelle Sumner and Floyd Van Sickle

COMMISSION MEMBERS EXCUSED: John Lusby

COMMISSION MEMBERS ABSENT:

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

AUDIENCE: John Klassen

Meeting called to order at 7:00 pm by Kristi Gilbert.

FLAG SALUTE

ELECTION OF CHAIR AND VICE CHAIR

Commissioner Klassen nominated Michelle Sumner. Commissioner Flick nominated John Lusby.

A motion made by Commissioner Klassen to retain John Lusby as chair and elect Michelle Sumner as Vice Chair; second made by Commissioner Sarnoski.

In favor: Commissioners Flick, Klassen, Sarnoski, Sumner and Van Sickle

Opposed: None

Motion carried unanimously.

Vice-Chair Sumner then chaired the remainder of the meeting.

INTRODUCTION OF MEDIA: None

APPROVAL OF MINUTES

After discussion of members present at the December 15, 2015, Commissioner Klassen noted a correction to be made in the Commission Members Present to exclude Commissioners Klassen and Van Sickle.

A motion made by Commissioner Sumner to approve the minutes of the December 15, 2015 Planning Commission meeting as amended; second made by Commissioner Flick.

In favor: Commissioners Flick, Sarnoski, Sumner and Chair Lusby

Opposed: None

Abstained: Commissioner Van Sickle

Motion carried unanimously, with Commissioner Van Sickle abstaining as he was absent from the meeting.

STAFF REPORTS

Gilbert 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 – None

COMMISSION COMMENTS – None

ADJOURNMENT

With no further business the meeting was adjourned at 7:10 pm.

Respectfully submitted,

Kristi Gilbert

Kristi Gilbert

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

John Lusby

John Lusby, Commission Chair



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City of Sutherlin

Date: January 19, 2016
To: Sutherlin Planning Commission
From: CDD, Vicki Luther
Re: Monthly Activity Report

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

TRANSPORTATION

No activity at this time.

UTILITIES

Wastewater Treatment Plant Improvements – Dyer provided Council with a power point presentation at their September 28th meeting. Financing has been secured. 30% Pre-design has been submitted to DEQ by Dyer Partnership. Review completed and comments due back in February.

LAND USE ACTIVITY

Building Worksheets approved –

- 137 Miller – Shed
- 1436 W. Central – Signs for gas station
- 1116 W. Central – Demolition of residence
- 1000 E. Central #33 – New home placement

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 placed.

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**)

BLA 15-07: 855 Magnolia – (Shorey) Requesting boundary line adjustment to accommodate city set back requirements. (**on hold**)

482 Oak Street – (Habitat for Humanity) Lot Line Adjustment (**in process**)

535 S. State – (Brown) partition – 3 parcels (**in appeal period**)

Right of Way

SEFNCO Communications (Charter) 200 Montclair Drive