

**CITY OF SUTHERLIN  
PLANNING COMMISSION MEETING  
CIVIC AUDITORIUM – 7PM  
TUESDAY, AUGUST 18, 2015**

**COMMISSION MEMBERS PRESENT:** Mike Flick, Adam Sarnoski, John Lusby, Floyd VanSickle, and Michelle Sumner

**COMMISSION MEMBERS EXCUSED:** Patricia Klassen

**COMMISSION MEMBERS ABSENT:** None

**CITY STAFF:** Vicki Luther, Community Development Director; Lisa Hawley, City Planner

**AUDIENCE:** None

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 Sumner to approve the minutes of the June 16, 2015 and July 21, 2015 meetings; second by Mike Flick; with the correction John Lusby was not present at the July 21<sup>st</sup> meeting.

Motion carried unanimously.

**Monthly Activity Reports**

**Vicki Luther** presented her activity report (see attached)

**Public Comment:** None

**Commission Comments:**

**Floyd VanSickle –**

- Questioned the asphalt near the restrooms just past the bollards next to the rodeo grounds; the asphalt is breaking down; is cracking and is going to be in need of repair soon. Would like the contractor doing Phase 2 of the trail to be aware of that and try not to create such a problem for the City.
- Aaron told him there would be striping before Blackberry Festival but it did not get done; when will it take place? ***It is scheduled sometime over the next couple of weeks*** Okay, so when they do it I have asked Aaron to make sure they use large lettering at Everett and State Street intersection; he said he was going to do Sixth Avenue as well.
- Did we determine there is enough money to complete this phase of the Red Rock Trail? ***Yes, we have taken out the rapid flashing beacon at Waite Street in order to***

***maintain the budget.*** Several other commissioners stated there are other cities who have trails that cross streets and they seem to have a pretty good handle on it by using trail signs and road warning signs.

- What happened to the road previously planned to connect behind all of the houses along the creek allowing for a bypass to the other side of town? ***The Southside Corridor is still in the plan but it doesn't really appear anything will happen very soon, due to cost. Sixth Avenue bridge over the Railroad Track is another costly venture.***

**Mike Flick –**

- Fence and gate across Calapooia; what is up with that? ***Staff was unsure about this but will check and report back to the commission. Not hurting anything at this point in time.***
- Sarnoski questioned whatever happened with partnership with DEQ to get the Red Rock Road sealed; paved? Did that die or what? ***Vicki will work on it and report back to the commission.***
- Commission Sarnoski questioned if we still planned on extending Red Rock Trail out east of town. ***Yes, but not in this phase.***

Adjournment: Meeting adjourned at 7:18 PM

Respectfully submitted,

*Vicki Luther*

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Vicki Luther

APPROVED BY COMMISSION ON THE 15<sup>th</sup> DAY OF September, 2015

*John Lusby*

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John Lusby, Commission Chair



# City of Sutherlin

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Date: August 18, 2015  
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**

**Red Rock Trail, Phase 2 (Waite Street to Nicholas Court)** – Bid awarded and notice to proceed submitted to JRT Construction. Much preparation work has taken place this past month. The old foot bridge at Willamette will remain to serve as temporary access to Red Rock park area end of August while they begin piling work for the replacement bridge. The two new bridges will be placed end of August. Excavation and paving of trail scheduled for September with seeding, signs, bollards, etc. to follow in October. The construction contract calls for project to be completed by end of October.

## **Pavement Management Program (Overlay and Slurry Seal projects) –**

**Slurry Seals:** Bid was awarded to VSS Slurry Seal Co. for \$36,575.00 (completed)

**Overlays:** Bid awarded to Knife River in the amount of \$164,867.00 (ADA ramps completed; contract to be completed in the next couple of weeks)

Overlays – Branton and Umatilla

Slurry seals: Jade, E. Fourth/Agate, Opal, Westlake, Golfview, Sherwood, Montclair, and Crown Point.

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## **UTILITIES**

**Wastewater Treatment Plant Improvements** – Pre-design contract awarded to Dyer Partnership and scheduled for completion by the end of this year. Dyer is planning on a Council presentation at the September 28<sup>th</sup> meeting.

## **LAND USE ACTIVITY**

### **Building Worksheets approved –**

- |                       |                       |                 |
|-----------------------|-----------------------|-----------------|
| • 307 Robinson Street | Handicap remodel      | Harper          |
| • 1016 W. Central Ave | Sunrise Authorization | Sunrise         |
| • 1000 E. Central #13 | Mobile Home           | Silver Glen     |
| • 1000 E. Central #34 | Mobile Home           | Silver Glen     |
| • 1000 E. Central #52 | Mobile Home           | Silver Glen     |
| • 1000 E. Central #47 | Mobile Home           | Silver Glen     |
| • 227 W. Central      | Re-Roof               | Ralls           |
| • 542 Wildcat Canyon  | Single Family Home    | Golf View Homes |
| • 556 Wildcat Canyon  | Single Family Home    | Golf View Homes |
| • 1010 W. Central     | Interior Remodel      | Dollar Tree     |

- **1482 E. Central**                      RV Cover                                      Bjerkvig
- **0 S. Calapooia**                      Sign    Sutherlin Chamber/Lang
- **415 S. State**                          Demo    Mendenhall
- **415 S. State**                          Single Family Home                      Mendenhall

**Commercial changes**

1. Dollar General – ***received occupational permit; placing shelving and merchandise now; should be opening around first part of September***
2. 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.
3. Sunrise – open now in old Goodwill store next to Rifes
4. Dollar Tree working to pull permits so they will be ready to go once Rifes has moved out.

**Active Land Use Application status**

**SUB 13-01: Brooks Village** (Avery) subdivision: 151 Pear Lane    ***(expires Aug, 21, 2015)***

**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)***

**VAR 14-01: 716 Sandpiper Court** – (Wilson) variance to setbacks. ***(on hold)***

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

**Right of Way**

<b>CenturyLink</b>	Willamette Street foot bridge	07/01/15
<b>Avista</b>	1545 E. Fourth	8/10/15