

**CITY OF SUTHERLIN
PLANNING COMMISSION MEETING
CIVIC AUDITORIUM – 7PM
TUESDAY, JULY 17, 2012**

Commission Members:

Jim Houseman, John Lusby, Floyd VanSickle, Todd McKnight, Michelle Sumner,
Bertha Egbert and Chair, Rita Jost

Excused: Jim Houseman, Michelle Sumner

City Staff:

City Manager, Jerry Gillham
Community Development Director, Dan Huff
Deputy City Recorder, Debbie Hamilton
Community Development Technician, Billie Wright

Audience:

None

Introduction of Media – None present.

Meeting called to order at 7:02pm by Chair, Rita Jost.

Flag Salute

- **Approval of Minutes**

MOTION to approve minutes from May 15, 2012 Planning Commission meeting made by Commissioner McKnight; second by Commissioner Jost.

Motion carried unanimously.

- **Municipal Code Section 2.24**

City Manager, Jerry Gillham explained why this file was back to Commissioners after having recommended it to Council for their approval.

Chair Jost expressed her disdain; the vote was to recommend approval to the Council by a 5-2 vote. The majority takes the vote, period. Doesn't understand why this is even being considered.

Commissioner Lusby agreed, as did Commissioner Sumner.

Commissioner Egbert reported she was one of the no votes originally feeling she needed more time to review; Commissioner VanSickle was in agreement. Commissioner Egbert believed now that she's had time to review she is fine with it, as was VanSickle.

Lusby reported having the information for nearly a week prior to the meeting which he felt was enough time to review. Lusby feels the process was done properly and he is comfortable with the vote. At the meeting staff did an excellent job of going through the document and presenting to the Commission.

Consensus was to refer recommendation, as is, back to council for approval.

- **Planned Unit Developments – Section 4.6 of the Development Code**

Council requested the Commission review this section of the Development Code. Comments were raised regarding the need to require full development standards within all PUD's.

Staff report: Gillham reported Council would like to have the PUD code match with the development code. Huff distributed the current code section on PUD's, noting they will have time to review document for the next meeting in August. He explained the differences in the PUD code and the Development Code. Council would like PUD to meet same standards as normally required by the Development Code.

- What is the advantage of doing a PUD?

Able to do more lots, more freedom with design, and can manipulate more than in the standard residential requirements.

Chair Jost felt it worth going through a review and comparison of the two codes..

Gillham stated PUD ordinances are often attractive to builders with costs usually less than the standard route. Huff added, it allows the developer to be more creative.

Consensus of the Commission was to add to next month's agenda for review.

- **Public Comment**

No public comment received.

- **Commission Comments/Questions**

Commissioner Egbert - wants to understand why some motor homes and RV's are allowed to be lived in, specifically referring to an address between Comstock and Hospitality Way.

Currently being taken care of; reported that it was allowed several years ago and should have never happened in the first place.

Commissioner VanSickle questioned the process of condemning a property; he knows of one that needs dealt with. *At Commission direction Gilliam will write a letter to the owners*

Chair Jost interjected unless there is a danger we need to be very careful.

Gillham will have the Code Enforcement Officer take a look at the property.

- Gillham introduced newly hired Community Development Tech, Billie Wright. She has worked with the City through Experience Works for approximately 18 months; we're glad to have her officially on board now. Through Council direction we will have a Planning Consultant come in one or two days a week when needed. Wright will be a constant in the office, answering the phone and eventually will be able to answer questions and direct people in their requests. Huff will be more involved with the City Manager in working on Community Development; drawing business and developers to Sutherlin. Their desire is to have the department to be a one stop shop, always open and friendly.

- **Adjournment**

With no further business the meeting was adjourned at 8pm.

Respectfully submitted,

Debra L. Hamilton, CMC
Deputy City Recorder

APPROVED BY COMMISSION ON THE 21ST DAY OF AUGUST, 2012

Rita Jost, Commission Chair