

**CITY OF SUTHERLIN
PLANNING COMMISSION MEETING
CIVIC AUDITORIUM – 7PM
TUESDAY, MARCH 21, 2017**

COMMISSION MEMBERS PRESENT: Mandi Jacobs, Patricia Klassen, William Lee, John Lusby, Richard Price, Michelle Sumner

COMMISSION MEMBERS EXCUSED: Sam Robinson

COMMISSION MEMBERS ABSENT: None

CITY STAFF: Brian Elliott, Community Development Director and Kristi Gilbert, Community Development Specialist and Lisa Hawley, City Planner

AUDIENCE: Larry Bangs and John Klassen

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

FLAG SALUTE

INTRODUCTION OF MEDIA: None

APPROVAL OF MINUTES

Commissioner Lee stated that the minutes needed to be amended to reflect that he was not present at the January 17, 2017 Planning Commission Meeting.

A motion made by Commissioner Price to approve the minutes of the January 17, 2017 Planning Commission meeting as amended; second made by Commissioner Sumner.

In favor: Commissioners Jacobs, Klassen, Lee, Price, Sumner and Chair Lusby

Opposed: None

Motion carried unanimously with Commissioner Lee abstaining (he was not at the meeting).

QUASI-JUDICIAL PUBLIC HEARING

- TIMBER TOWN LAND LLC**, request for a Variance to Height Standards to increase the fence height along the boundaries of the subject properties, from 6 ft to 8 ft along the rear and side (south, west and southeast) property lines, and from 4 ft to 6 ft along the front (north) property line on W. Central Ave, in order to provide increased security for the subject properties. The properties are located on the south side of W. Central Avenue between S. Comstock Rd and S. Taylor St in the City of Sutherlin. The subject properties are described as Tax Lots 4800 and 4900 in Section 19AA, T25S, R5W, W.M.; Property I.D. Nos. R50437 and R40395; and are addressed as 1116 and 1128 W. Central Ave. The properties are designated Commercial Community and High Density Residential by the Sutherlin Comprehensive Plan and zoned (C-3) Community Commercial and (R-3) Residential High Density by the Sutherlin Development Code. **PLANNING DEPARTMENT FILE NO. 17-S001.**

Chair Lusby opened the hearing, with the disclosure statement; all persons testifying shall be deemed parties to appeal the application and must provide full name and mailing address if they wish to be notified of the decision, continuances, appeals, or procedural actions required by the Code. The Sutherlin Development Code specifies applicable materials to be relied upon in making a decision.

Lusby asked the Commission if there were any conflicts of interest or personal bias; Commissioner Lee disclosed that he drove by the subject property. Lusby then asked the audience if there were any challenges of impartiality of any person(s) on the Commission. Hearing none, Lusby asked for the Staff Report.

Lisa Hawley, City Planner, entered Staff Exhibits 1-10, including the Staff Report into the record. She then identified the parties in the matter and summarized the Staff Report into the record.

APPLICANT'S TESTIMONY

Larry Bangs, 1116 W. Central Ave, Sutherlin, stepped forward and stated that his variance request is for the protection of his residents. He noted that he has had residents escape over a six foot fence, realizing they needed an increase in fence height.

Discussion ensued regarding the height of the fence. Mr. Bangs clarified the fence height along the sides and rear of the property would enclose the area where the residents are allowed to roam. The front fence was for aesthetics to match the existing front fence.

Chair Lusby closed the public portion of the hearing.

A motion made by Commissioner Price to approve the requested Variance on the subject 1.60 acre properties; second made by Commissioner Jacobs.

In favor: Commissioners Jacobs, Klassen, Lee, Price, Sumner and Chair Lusby

Opposed: None

Motion carried unanimously.

MONTHLY ACTIVITY REPORT

Brian Elliott, Community Development Director, provided the Planning Commission an update on 2017 City Projects.

- North Comstock - meeting with Douglas County the following week for the 100% completion review of plans for N. Comstock. The project will go out to bid in April, with a potential start date in May.
- Central Avenue Pavement project has become a larger project; therefore, staff is working with the engineer at potential time frame options.
- Mr. Elliott provided the Commission with an update on the Wastewater Treatment Plant SBR Phase II, noting that it was complete and waiting for it to settle.
- The Water Master Plan is on track.
- The 14" Force Main was awarded to Emery & Sons and the project is currently in construction. They have 90 days for completion and are on track.

- The Ford's Pond Masterplan contract was awarded to Cameron McCarthy in the amount of \$49,600. The Masterplan has a completion date of November, 2017. There will be an update provided at the April 14th City Council Meeting.

Lisa Hawley thanked Commissioners Jacobs and Sumner for attending the Planning Commission Workshop put on by DLCD.

PUBLIC COMMENT - None

COMMISSION COMMENTS – None

ADJOURNMENT - With no further business the meeting was adjourned at 7:25 pm.

Respectfully submitted,
Kristi Gilbert

Kristi Gilbert

APPROVED BY COMMISSION ON THE 2nd **DAY OF** May, 2017.

John Lusby

John Lusby, Commission Chair