

**CITY OF SUTHERLIN
PLANNING COMMISSION MEETING
CIVIC AUDITORIUM – 7PM
TUESDAY, MAY 2, 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: Ray Corvinus, Delmar Towler, Aubree Brown and John Klassen

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 March 21, 2017 Planning Commission meeting; second made by Commissioner Price.

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

Opposed: None

Motion carried unanimously.

QUASI-JUDICIAL PUBLIC HEARING

- 1. DELMAR TOWLER, on behalf of the SEVENTH DAY ADVENTIST CHURCH,** request for a Variance to R-2 Sign Standards to allow for two new replacement signs: one 9' x 6' internally illuminated church sign with reader board approx. 10', high, and one 3' x 6' electronic reader board sign, approx. 5' 6" high for the school; along with a Variance to the setbacks. The subject 4.46 acre property is located on the north side of W. Central Avenue, east of its intersection with Taylor Street, in the City of Sutherlin. The subject property is described as Tax Lot 400 in Section 17CC, T25S, R5W, W.M.; Property I.D. No. R51088; and is addressed as 841 W. Central Ave. The property is designated both High and Medium Density Residential by the Sutherlin Comprehensive Plan and zoned (R-3) High Density Residential and (R-2) Medium Density Residential by the Sutherlin Development Code. **PLANNING DEPARTMENT FILE NO. 17-S005.**

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; hearing none, 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.

Commissioner Klassen expressed concern about the number of sign variances being requested, although she clarified that her comments were not directed to the requested application.

APPLICANT'S TESTIMONY

Delmar Towler, on behalf of the Seventh Day Adventist Church, Sutherlin, stepped forward and explained the sign proposal and that the church wanted to decrease the overall size of the proposed church sign and withdrawal its request for the school sign. He discussed other oversized signs in the immediate area and submitted copies of four photographs, Applicant's Exhibit No. 1, including pictures of other signs that may be impeding views or vision clearance.

TESTIMONY IN FAVOR

There was no testimony in favor of the matter.

TESTIMONY IN OPPOSITION

Aubree Brown, property manager for Falcon Ridge Park, an adjacent owner to the northeast, stated that Mr. Towler had addressed their concerns about the lighting and size of the proposed sign, and that they no longer had any objections.

Discussion ensued regarding several clarifying questions of the applicant, including: type of message board sign and its capabilities, limiting the lighting & brightness of the sign, readability of the sign, height, and the existing setback from Central Ave with the new location. The Commission noted its main concern was the potential for the reader board to contain flashy, animated or scrolling type messages that would become a distraction or have a negative visual impact to the area. The Commission discussed adding a condition of approval to the variance to restrict the sign from becoming a distraction, similar to the requirements of Section 3.7.190.(C), which prohibits signs that are animated, flashing, blinking, strobing, and traveling lights or any design created to give the illusion of motion, except that the prohibition does not include electronic message signs.

With no further testimony, Chair Lusby closed the public portion of the hearing.

A motion made by Commissioner Jacobs to approve the requested Class C Variance to the R-2 Sign Standards and Variance to the Front Setback to permit installation of the requested sign, as modified by the applicant during the public hearing, and subject to the following condition of approval: (1) The proposed sign shall not be animated, flashing, blinking, strobing, or contain traveling lights, or otherwise have any design created to give the illusion of motion; second made by Commissioner Price.

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

Opposed: None

Motion carried unanimously.

2. **RAY CORVINUS**, request for a Variance to Fence Height Standards to authorize installation of a 6'11" fence (6' decorative metal fence with 11" lighting units) on a 0.29 acre property located on the north side of W. Central Avenue, immediately east of its intersection with Sherman Street, in the City of Sutherlin. The property is described as Tax Lot 4300 in Section 17CC, T25S, R5W, W.M.; Property I.D. No. R51039; and is addressed as 667 W. Central Avenue. The property is designated both Community Commercial by the Sutherlin Comprehensive Plan and zoned (C-3) Community Commercial by the Sutherlin Development Code. **PLANNING DEPARTMENT FILE NO. 17-S006.**

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; hearing none, 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

Ray Corvinus, P.O. Box 719, Elkton, stepped forward and indicated that he concurred with the Staff Report.

Discussion ensued about the fence, particularly about the height of it and the proposed light fixtures. Mr. Corvinus clarified that the fence would be a 6' decorative metal fence with 11" solar light fixtures on the main fence posts, approximately 10 feet apart, and run approximately 125' in length along the front property line. No use of prohibited materials is proposed.

TESTIMONY IN FAVOR

There was no testimony in favor of the matter.

TESTIMONY IN OPPOSITION

There was no testimony in opposition of the matter.

With no further testimony, Chair Lusby closed the public portion of the hearing.

A motion made by Commissioner Sumner to approve the requested Class C Variance to the Height Standards to permit installation of a 6'11" fence (6' ornamental metal fence with 11" light fixtures) along the front (south) property line on W. Central Avenue on the subject 0.29 acre property; 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.

- Wastewater Treatment Plant 90% Design, Final Plans will be available July 3, 2017, with construction to start in approximately September, 2017.
- Central Avenue Pavement project will run from Central Avenue to the Eastern City Limits. In approximately the beginning of June, the City will go out for bid on the project. The project is being proposed as two construction phases; with phase one being the ADA ramps and sidewalks and the second phase being the grind and inlay.
- North Comstock construction is proposed to begin mid-month.
- Central Park Playground Rehabilitation will begin this month pending the weather. The City is anticipating four to six weeks for construction.
- The Water Master Plan is on track.
- The 14" Force Main is complete; however, the City is requiring the contractor to fix the asphalt.
- Downtown Parking during construction has been addressed. The City has graveled the parking area located behind the various downtown businesses.

PUBLIC COMMENT - None

COMMISSION COMMENTS – Commissioner Sumner inquired if the potholes on S. State would be repaired. Staff will look into the matter.

Commissioner Jacobs expressed her concern with the contractors on N. Comstock leaving their trash behind on site, and if the City can ask them to clean up at the end of the day.

Commission Klassen inquired about the concrete water pots. Staff indicated they will set up a meeting to address the matter.

ADJOURNMENT - With no further business the meeting was adjourned at 7:57 pm.

Respectfully submitted,
Kristi Gilbert

Kristi Gilbert

APPROVED BY COMMISSION ON THE 29th **DAY OF** August, 2017.

John Lusby

John Lusby, Commission Chair